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The New Leader's 100-Day Action Plan: How to Take Charge, Build Your Team, and Get Immediate Results

By Bradt, George B.; Check, Jayme A.; Pedraza, Jorge E.

Wiley, 2009. Book Condition: New. Brand New, Unread Copy in Perfect Condition. A+ Customer Service! Summary: Acknowledgments.Introduction An Executive Summary of the Onboarding Process.Figure 1.1 Core Frameworks.PART I: CREATE YOUR NEW LEADERSHIP ROLE.CHAPTER 1 Position Yourself for a New Leadership Role or Promotion.Tool 1.1 Five-Step Career Plan (Downloadable).CHAPTER 2 Sell before You Buy: Answer the Only Three Interview Questions.Tool 2.1 Negotiating Prep and Guidelines (Downloadable).CHAPTER 3 Map and Avoid the Most Common Land Mines.Chart 3.1 Top Seven Onboarding Land Mines.CHAPTER 4 Do Your Due Diligence on the Organization, Role, and Fit.Chart 4.1 Potential Sources of Information for Uncovering Risks.Tool 4.1 Due Diligence Checklist (Downloadable).CHAPTER 5 Act Differently When You Are Promoted from Within.Tool 5.1 Announcement Cascade Checklist (Downloadable).PART II: TAKE CONTROL OF YOUR OWN START.CHAPTER 6 Embrace the Fuzzy Front End and Make It Work for You before You Start.Chart 6.1 Decisions.Tool 6.1 100-Day Checklist (Downloadable).Tool 6.2 Stakeholder List (Downloadable).Tool 6.3 Onboarding Conversation Framework (Downloadable).Tool 6.4 Relocation Checklist (Downloadable).CHAPTER 7 Decide How to Engage the New Culture: Assimilate, Converge and Evolve, or Shock.Tool 7.1 Culture Assessment Sheet (Downloadable).CHAPTER 8 Drive Action with an Ongoing Communication Campaign.Figure 8.1 Communication Campaign Flow.Tool 8.1 Communication Campaign Milestones (Downloadable).CHAPTER 9 Take Control of Day...



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