

Welcome

Onboarding Checklist



FOR THE STRIVE LEADERSHIP
BUILDING CERTIFICATE
PROGRAM & COMMUNITY



CHECKLIST AND HELPFUL HINTS:

- IDENTIFY POTENTIAL LEADERSHIP CERTIFICATION CANDIDATES WITHIN YOUR TEAM (SEE OUTLINE FOR IDEAL CANDIDATES)
- IF DESIRED, SEND AN EMAIL NOTIFICATION ANNOUNCING THE PROGRAM TO THEM, AND THAT THEY HAVE AN OPPORTUNITY TO PURSUE (SEE SAMPLE EMAIL TEMPLATE)
- HOLD A MEETING WITH POTENTIAL CANDIDATES TO HEAR THEIR GOALS AND UNDERSTAND THEIR DESIRE TO BECOME A PART OF THIS HIGH VALUE PROGRAM (SEE SAMPLE MEETING CHECKLIST)
- UPON YOUR APPROVAL AND ACCEPTANCE OF CANDIDATE(S), VISIT THE LEADERSHIP PROGRAM PAGE OF THE STRIVE WEBSITE AND CLICK TO ENROLL LEADERS WITH THEIR NAME, EMAIL ADDRESS, PHONE #, POSITION AND ANY OTHER PERTINENT FACTS TO SHARE.
- ACCEPT AND APPROVE TERMS AND AGREEMENT (THIS WILL BE SENT VIA EMAIL)

Strive Will Take It From There!

WHAT TO EXPECT FROM THIS PROGRAM:

- > YOU WILL SEE YOUR TEAM MEMBER BECOMING MORE CONSCIOUS AND AWARE OF THEIR TIME.
- > YOUR TEAM MEMBER WILL BEGIN SHOWING UP DIFFERENTLY WITH THE REST OF THE TEAM.
- > YOU'LL NOTICE YOUR TEAM MEMBER SEEMING LESS OVERWHELMED, EXHAUSTED, FRUSTRATED; AND MORE CONFIDENT, PEACEFUL, FULFILLED.
- > THERE WILL BE A DIFFERENCE IN YOUR TEAM MEMBER'S PRODUCTIVITY, BECOMING MORE EFFECTIVE AND CREATING GREATER RESULTS AROUND THEM.



StriveLeadershipDevelopment.com

WE RECOMMEND REGULAR CHECK-INS TO SEE HOW THEY ARE DOING WITH THE PROGRAM, GAIN FEEDBACK AND RECONFIRM YOUR COMMITMENT AND EXPECTATIONS OF PARTICIPATION AND ACCOUNTABILITY TO THEMSELVES.

WE WELCOME ANY AND ALL FEEDBACK TO INFORM OUR CURRICULUM AND TOOLS ALONG THE WAY.

Strive Leadership Certificate Program



Ideal Candidates For The Program:



- Individuals willing and able to commit their time toward growth and development for improved results in their lives.
- Individuals recognized for their potential to develop from front line role to first level management.
- Individuals who are relatively new to the management responsibilities.
- Experienced Individuals who need support in their first management role
- Experienced Managers who are currently successful and have a desire for continued advancement.
- Managers who have advanced to the executive level.
- Experienced Managers who have a proven track record but need support...

Course Topics:

- Mastering the Model
- Time Management
- Relationship Building
- Culture and Leadership
- Hiring and Retention
- Confident Communication



Program Value and Expectations:



- Scheduled Video Course Work per Topic for Daily Focus
- Strive Guide per Topic for Self-Reflection and Goal Focus
- One Monthly LIVE small group Manager Meet-Up with a Deep Dive and Discussion per topic
- Personal One-On-One Coaching Sessions – Recommended 1/Month Minimum
- Live Group Workshops and Coaching Throughout the Month
- Bonus Materials Offered Regularly
- Online Community - peer to peer community within multiple forums designed to help increase feedback and build relationships.

Strive Leadership Certificate Program

Peer Groups For Communities



Manager Peer Community



This community is for Managers and Supervisors who are new to their roles, developing their skillsets or preparing for future advancement. Managers oversee the Front Line to execute Business Plan.

VP Peer Community

This community is for VP level Leaders who are either new to their role, developing further in their existing role, or looking to position themselves to the next level. VP's oversee Managers of Depts.



Executive Peer Community



This community is specifically for Executives: Division Managers, City Managers, Owners and anyone in the Chief Leadership role of their local company or Division by overseeing VP's and Directors.



MEETING QUESTIONS FOR POTENTIAL LEADERSHIP PROGRAM CANDIDATES

The following talking points address career trajectory and potential opportunities.

These questions may be sent to leadership candidates in advance to help guide the meeting conversations; and/or may be used to facilitate discussions in person.

There are no right or wrong answers to any of these questions; rather, they are intended to initiate dialogue. From here, you should have a more in-depth discussion about how to proceed.

Potential candidates should answer the following questions:

What are the most valuable qualities you bring to your job - what do you do well?

What are your biggest challenges and obstacles in your current role?

Where do you see yourself 1 Year from now? 5 Years from now?

What long-term and short-term Goals do you have?

How do you see yourself benefitting from a Leadership Development Program?

Are you willing and able to commit the time and energy into investing in yourself?

Hello **<NAME>**,

You are a tremendous asset to this company and our Team. We value you and appreciate all that you bring and do every day.

Recently, we partnered with Strive Leadership Development to take advantage of their Leadership Building Certificate Program and we think you would be a great fit!

Michelle Simms-Reiter founded this company and Certificate Program to support, train and coach Leaders just like you in the homebuilding industry all over the country. This Certificate Program is intended to maximize your potential and help you deal with all the challenges you face each day.

Michelle comes from a long, productive history in homebuilding - having developed and sold her own successful building company herself. You can check out her story at www.StriveLeadershipDevelopment.com. Michelle now offers her many years of experience to others, so they may take full advantage of achieving their goals and create great results.

We are excited to offer this Leadership Building Certificate Program to a list of hand-selected candidates.

Here's what will happen next...

You will have a meeting together with **<Your Direct Supervisor>** to discuss your goals, existing abilities, and the areas where you have opportunities to reach new objectives.

Once you have been approved for this program, you will receive an email from Strive Leadership Development to get started right away.

This will be a powerful program for you and will require an investment of your time in order to accomplish the success it has the capacity to bring. Your manager will review the initial expectations and once in the program, more details will be made fully available to you.

We are proud to have you here and look forward to seeing where you go after being a part of this incredibly valuable Certificate Program.

Congratulations to you!

Sincerely,

<Name>

