

Leadership and Visioning Toolkit

Test version only that accompanies SFT New Frontiers for Smarter Working Report

Date: March 2021

Overview

There are various models within this pack so feel free to use the one that works best for you.

Step 1: Test your ambition e.g. how far do you want to get with this?

Step 2: Understand the roles and tasks within scope e.g. operational, corporate, leadership, etc.

Step 3: Understand the range of choice you wish to include e.g. locations, time constraints, etc.

Step 4: Understand your employee ambitions e.g. survey analysis, workshops, open sessions

Step 5: Develop and test your vision against steps 1 to 4

Step 6: Understand the places, technologies and people interventions that will be needed to deliver your vision

**Testing
Organisational**

**Understand
your
organisation**

**Develop your
Vision**

**Draft for
testing**

Step 1: Establish Ambition

You need to understand your organisational ambition and the New Frontiers Maturity Matrix is a good place to start.

- What will your network of physical spaces look like?
- How will technology support a move towards virtual workspace and a distributed network?
- What behaviours and skills will you need to embrace?
- How will you chose to lead your teams going forward?
- What policies will you need to support your ambitions?

Creating personas is a useful way of understanding the following;

- The place, workplace and the choices that are available to people around where they can work
- The technology and the hardware and software choices that will be required
- The people elements that combine to support a distributed work culture and outcome focussed organisation



'I work across multiple organisations, teams and projects remotely. I work mainly from my home but we do have collaboration sessions I occasionally need to attend'



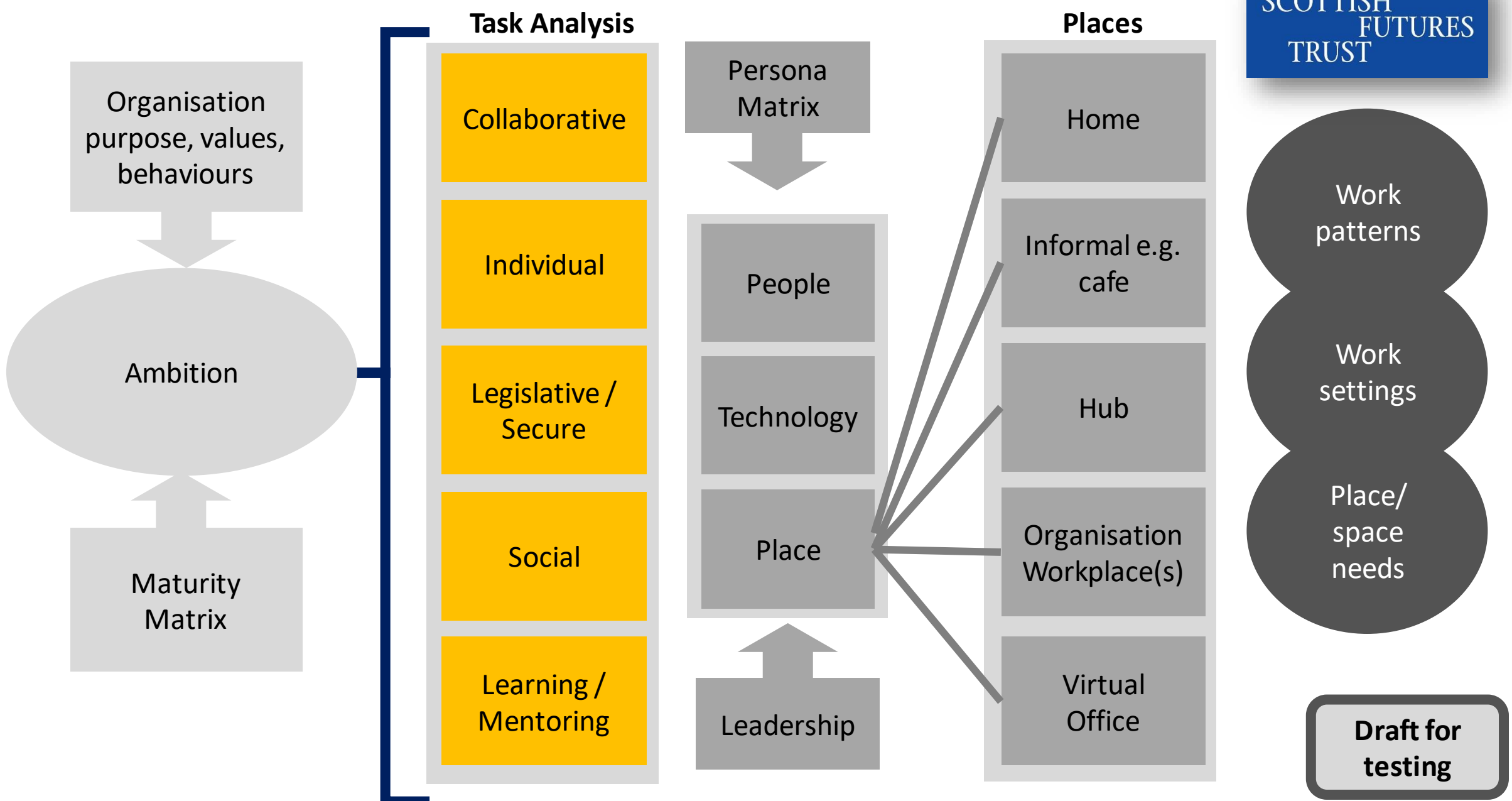
'I work in one Organisation with different teams, working between home, office, hubs and informal spaces e.g. café, park'



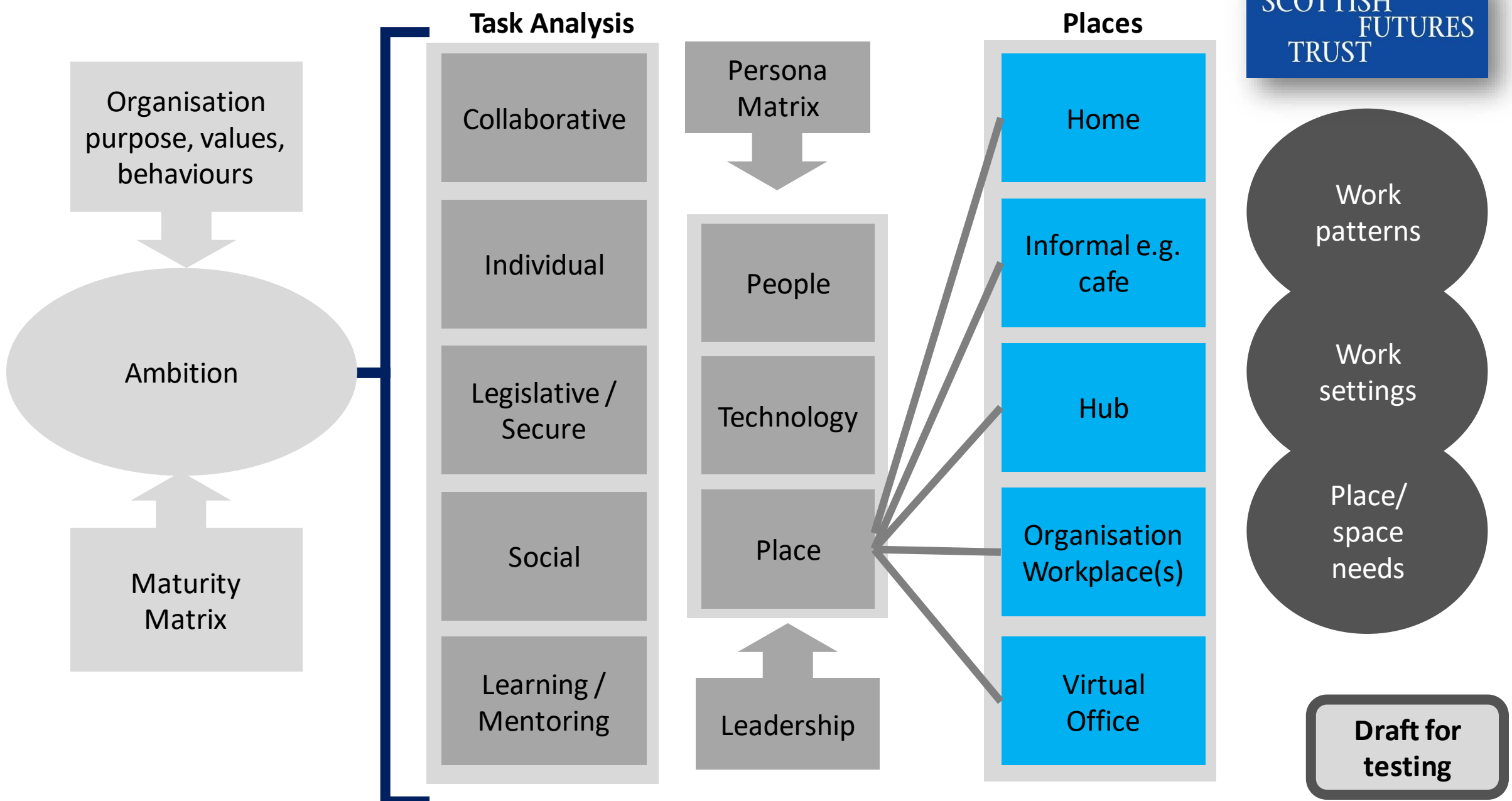
'I work in an office or building based role. I cannot work from home'

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Step 2: Understand Roles and Tasks



Step 2: Understand Workplace Choices



Step 4: Employee Ambition

You need to understand your employees experiences and ambitions before you proceed and a survey is a good start.

Ask your people;

- What positive impacts has their COVID19 work from home experience resulted in?
- What challenges have they experienced?
- How they would like to work in the future?
- What do they miss about their workplace?

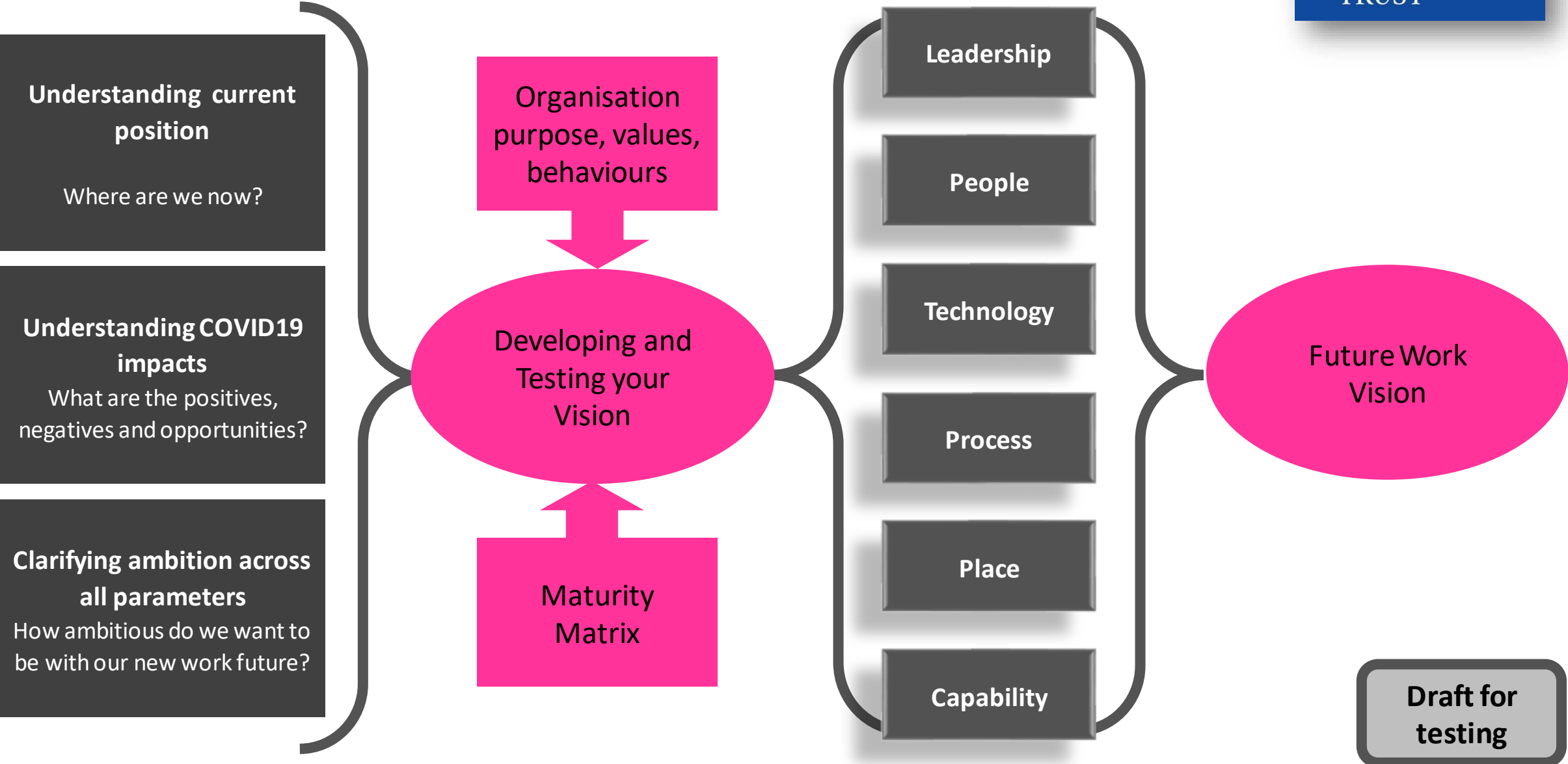
You can also ask how are they connecting with colleagues during this period of time, ow are they supporting their wellbeing and how they are feeling in general

You need to listen and understand how your people are feeling before making a decision about your future working vision.



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Step 5: Develop and Test your Future Work Vision



Step 6: Understand Required Infrastructure Support

