

# Strategic Planning Workshop Course Overview

## Welcome Strategy Leader!

During this six-week workshop we will help you create an actionable 2015 strategic plan that will drive engagement among key stakeholders, create alignment around strategic priorities, and inspire accountability for performance. Each week, we will provide the resources, training, and guidance you need to close the gap between strategy and execution.

## **Course #1: Getting Started**

#### Leader Lesson on 1/15 at 12:00 PST (90 minutes):

Planning purpose and benefits
Planning framework and process overview
Identify your planning team
Identify what you want to accomplish through strategic planning
Identify your organization's strategic issues
Review the Strategic Performance Index

## Team Planning Activities (1 hour kickoff meeting):

Discuss the process and desired outcomes for your organization Clarify what to expect Identify strategic issues and enter them into OnStrategy

Team Homework: SWOT Worksheet and Questionnaire

## **Course #2: Determine Position**

## Leader Session on 1/22 at 12:00 PST (90 minutes)

Organizational perspective
Customer perspective
Environmental, industry, and market perspectives
Create a SWOT
Customer segmentation

### Team Planning Activities (2-3 hour planning session):

Complete the SWOT and enter it into OnStrategy Create customer profiles and enter them into OnStrategy

Team Homework: Questionnaire on the Mission, Values, and Vision.

## Course #3: Develop Strategy

## Leader Session on 1/29 at 12:00 PST (90 minutes):

Mission, Values, and Vision Competitive advantages Organization-wide strategies

## Team Planning Activities (3-4 planning session):

Complete intent for Mission, Vision, and Values
Consensus on the competitive advantages and organization strategy

Team Homework: Strategy Leader to finalize Mission, Vision, and Values

## Course #4-5: Building Your Plan

## Leader Session on 2/5 at 12:00 PST (90 minutes):

Processing your SWOT Strategic objectives SMART goals Organizational goals

## Team Planning Activities (3-4 hour planning session):

Complete strategic objectives, SMART organization goals, and organization-level Key Performance Indicators

## Leader Session on 2/12 at 12:00 PST (90 minutes):

Identifying Key Performance Indicators Cascading goals Budget

## Team Planning Activities (3-4 hour planning session):

Planning Team and Department Directors work to build out department action plans and noting items that require budgets

Team Homework: Directors to develop goals for their departments

## **Course #6: Manage Performance**

## Leader Session on 2/19 at 12:00 PST (90 minutes):

Review plan and strategies

Communicate your plan and rollout

How to manage your strategy and create accountability

Use Reports and the Dashboard on a regular basis

How to run a Quarterly Business Review (QBR), rollover your plan, and set a planning calendar

#### Planning team meeting (3 hours):

Confirm the plan

#### Plan Rollout to Organization:

Buy-in for Strategic Plan

#### Sign-up for Training Webinar:

Ability to use OnStrategy to track progress and update the plan