



Accelerating Organizational Effectiveness

CORPORATE CLARITY® INSIGHTS

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Newsletter Highlights:

Reflection

Accelerating Organizational Effectiveness

Clearing the Fog



Contact Kathy



Welcome to the January 2016 edition of **Corporate Clarity® Insights**. This newsletter is dedicated to the friends, colleagues and clients of **Katherine Hart** and **ClearVision Consulting**. Within you will find short, pithy and easy-to-apply insights for how to boost your business and personal effectiveness. As always, your feedback and ideas for improvement are appreciated.

Reflection

For most of my teen and adult life the beginning of each year has been punctuated with the identifying of goals, objectives, and short and long term activities for the year ahead. Unlike resolutions, which are typically fleeting fancies without structure, I have been hardcore about listing and tracking the coming year's accomplishments. The process is not done in one sitting, but rather comes together like a patchwork quilt. My husband and I have a weekend getaway in January to plan for the coming year. I also have a planning meeting with an accountability partner for my business, as well as with my mom. When all is said and done, I then step back and ensure it all weaves together. Last year however, the process changed when I started a new tradition, which precedes the goal identification. The one change, which shifted everything for me, was to select a word to live into for the coming year. That one word resonates for both personal and professional development, as well as guides upcoming conversations and agreements. It has become my anchor to windward for navigating life's unexpected messiness. For 2015 my word was **Balance**, and for 2016 it is **Discovery**. What word will guide you for the coming year?

Accelerating Organizational Effectiveness

Where will Kathy be in January?

Structuring the Planning of Work: During a recent client meeting we

Attending the NSA/NC meeting, [Jump Start Your Business for the New Year!](#) on Saturday, Jan 9 at 9:00 am

Attending the SBODN event [Connect with Tech: 6th Annual Networking Kick Off](#) on Monday, Jan 11 from 5:30 - 7:30 pm

Speaking in Las Vegas on the **Top Ten Leadership Attributes: The Secret Sauce for Improving Your Safety and Health Culture** on Thursday, Jan 14

Traveling to Napa for a spa weekend Jan 22 - 24 to celebrate a friend's 50th birthday.

Speaking to the SF/Oakland Rotary "Under 40" members and non-members on **Speaking Dynamics: Engaging and Energizing Your Audience** on Thursday, Jan 28, 6:00 pm at the Leviathan building in Oakland. Contact henning.mathew@baml.com to RSVP for the event.

Attending the [Watermark Innovation Conference 2016](#) on Friday, Jan 29

Traveling to Fort Bragg for a family planning weekend Jan 30 - 31

New Opportunities to Connect with Kathy and Ideas to Accelerate Organizational Effectiveness

Starting January 2016 Kathy will begin providing a mid-month two to three minute **video segment** on topics related to leadership effectiveness. If there are specific areas of interest to you, please feel free to share them with me at kathy@clearvisionconsult.com so I can incorporate them into the content.

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were laying out a plan for upcoming 2016 work. Early on it became clear that attendees were talking at cross purposes, each person providing their own interpretation for the work ahead. While everyone had a relevant position, they got jumbled without a logical sequence to follow. Descriptors like vision, tactics, goals, objectives, etc began to be used interchangeably. For companies with multiple layers of planning, this can become even more complicated. To aid in a more rich and robust discussion, the following imposed structure was provided. Each person then shared their insights based on where it fit into the overall plan.

- **Vision:** Future direction of both where the organization is heading, and what they want to achieve.
- **Mission:** Raison d'etre for why the organization exists. Able to answer the questions of who you are, what you do, and why.
- **Values:** Standards of behavior for how the members of the organization will work together.
- **Goals/Objectives:** Goals are broad stroked achievements, such as "Increase Profitability." Objectives are time sensitive statements that make the goals explicit and measurable, such as "Increase profitability of sales by 10% over the next year." Use the SMART (i.e., specific, measurable, action-oriented, realistic and time-bound) acronym for guidance.
- **Strategy:** Long term implementation plans to achieve the goals and objectives.
- **Tactics:** Short term activities that, when completed, will ensure the strategy is realized.

Clearing the Fog - Personal Actions for Planning in the New Year

- **Discuss Goals/Objectives with Key Family Members:** Take the time to sit down with key family members and discuss your specific goals/objectives and associated activities. They don't have to be exactly the same for each person, but identify upfront what is overlapping and where you can support each other.
- **Build in Flexibility:** The reality is that life happens and, while you can't plan for what will happen, you can plan for the unexpected. Build in blocks of time for not doing anything, which is the cushion you will need for the inevitable changes. Even in my daily scheduling I build in a few 30 minute open blocks of time to handle the overflow that will inevitably happen. Do the same during the course of a month, quarter and year.
- **Set Dates for Important Events:** Rather than waiting for the last minute, schedule out important dates and activities that you want to accomplish in the coming year. Beyond just putting a date in the calendar, determine the activities that will need to occur for that event to happen. Schedule those dates as well to keep you on track.

January Reading List:

War at Sea by Nathan Miller

December was spent finishing a book I had started several months earlier. It is a dense, tightly woven tome that compresses the naval history of World War II into a single volume. A self-professed history

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buff, this was a delight and exhausting to read at the same time. Mr. Miller provides vivid details of infamous blunderings, amazing recoveries, strength and will of the indomitable human spirit, and a tribute to leaders who did their best in very trying times. Each chapter is a richly constructed story that describes a particular point in the naval panorama of that period, providing a backstory of why it was important, evolving personalities, immediate results for that particular battle, and its longer term consequences for the overall war. While I would highly recommend it and found it enthralling, know that this is not a quick read.

NOTE: To continue my foray into naval reading, my upcoming business reading will include **Extreme Ownership** and **Turn the Ship Around**. Look for one of these to be shared next month.

2016 Monthly Videos: Beginning in 2016 I will start delivering a mid-month video segment on the topic of **Employee Development**. Each segment will relate to a specific question that clients have posed related to how they can become better leaders in developing their direct reports. The first segment will be delivered on Tuesday, January 19.

Our goal is to provide you with simple and clear actions to accelerate effectiveness in your life and organization. You now have a choice. If you don't want to receive future issues, follow the information below to unsubscribe. If you liked what you read, share the information with a friend or colleague.

Katherine Hart, Ed. D.
President of ClearVision Consulting

Be sure to check out ClearVision's [Free Resources](#) page on the [website](#). Come back periodically as we will continue to post articles and topics of interest.

Kathy Is a Member of:



 The American Society of Safety Engineers



ClearVision Consulting was founded in 2005 with the express purpose of promoting the potential of people within business environments. Key consulting services offered to accelerate organizational effectiveness and improve human performance include:

[Feedback and Facilitation](#) that jump-starts your business and breaks through human impasses
[Organizational Improvement](#) that aligns structure, business processes and needed change efforts
[Leadership Coaching and Team Development](#) that enforces strengths and refines challenges

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