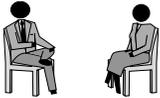




# CONNECT YOU TO OTHER KEY LEADERS

## Tips for Making the Most of Your Relationships with Key Leaders

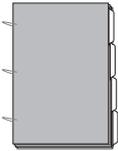
**Instructions:** While your direct manager is best equipped to connect you with other leaders in and beyond the organization, it is your responsibility to build and sustain your networks over time. Be sure to seek your direct manager's advice on how he or she makes the most of his or her professional relationships. You can also use the tips below to see how you can make the most of your relationships with key leaders, especially as you meet them for the first time and begin to forge strong connections.



1. Give them a brief explanation on why you seek their advice and guidance (i.e., connect their expertise and experience with one of your projects or development goals).



2. Provide them with a high-level understanding on the 1–2 things you want to learn and the outcomes you will achieve through learning from them.



3. If you are seeking the help of a key leader for a particular project, provide him or her with a quick overview of the project, specifically the results you are trying to achieve, how it links with broader organizational objectives, your project plan and timelines, potential challenges, and available resources.



4. If you are connecting with a key leader to work on a particular development goal, give him or her a brief summary of your performance review, specifically your strengths, development areas, development goals, and career aspirations.



5. Be open and honest about how you want learn and develop from the relationship:

- Do you want them to play “devil’s advocate” and question your ideas and solutions?
- Do you want them to ask you questions to help you think aloud about your challenges?
- Do you want them just to share their experiences and understand how they dealt with a similar situation you are facing?
- Do you want them to help you understand the situation you are currently struggling with?
- Do you want them to help you brainstorm on potential solutions to your challenges?



6. Ask them to share background information about themselves (e.g., career history, education, hobbies, family).



7. Focus part of your initial conversation on logistics—what is the best way to contact them, how often can you meet, what their preference is for meeting with each other, etc.