

6 Steps to Getting Feedback Yourself to Propel Your Impact & Career

1 SET GOALS THAT INSPIRE YOU

Get clear and set short and medium-term goals that excite you, such as:

1 year: Delivering a presentation effectively and with confidence to the Executive Team (now 5/10)

3 years: A respected and valued Manager of XYZ

2 CLARIFY YOUR SELF AWARENESS

Create a list of your strengths and potential areas for development in order for you to be more effective and provide greater value to the business. Consider your goals and identify the skills and knowledge required to achieve them. Be sure to consider 'hard skills' such as your technical knowledge, as well as 'soft skills' such as your emotional intelligence.

3 IDENTIFY 6 PEOPLE IN THE BUSINESS YOU RESPECT

Consider who could provide you with the most valuable, honest feedback to further your development, goals and impact. An example could be one 2-up manager, two direct managers, two peers and one direct report. Be bold and stretch yourself when writing your list. If you feel a 'gulp' when you read your list that is a good thing as growth is meant to be a little challenging.

4 INVITE EACH PERSON TO YOUR FEEDBACK PARTY

Contact each person via phone or email outlining that you are eager to grow further and add greater value to the business, and part of that process is making time to meet with key people in the business for feedback. Request 30 minutes of their time to provide feedback on what they see as your strengths and assist with identifying potential areas for development and to help build self awareness.

5 RUN AN EFFECTIVE, CONFIDENT FEEDBACK PROCESS

Confirm the appointment, reminding them that they have permission to provide feedback. Be on time. Thank them for their time and explain you have set goals (share the goals) and seeking feedback is part of your development journey. Acknowledge that it can be difficult providing feedback and that you are grateful. Explain that you would like to hear what they believe to be your strengths, followed by areas for growth. Probe for examples if you need context or clarity. Be centred, don't get defensive. Remember one person's perspective is just that. Finish the session on time, be thankful, request a follow up session 6 months and send a thank you card.

6 FOLLOW UP & REPEAT THE PROCESS

Stay connected to each person, sharing your activity to address feedback and your growth. Repeat in 6 months.