

THE ART OF LEADING PEOPLE-CENTERED TEAMS

Accountability Buddy Guide

Intro

Accountability buddies are a great way to continue your community learning from class and support one another in navigating the implementation of your change process. Your accountability buddy matches will be shared via email. From there scheduling will be coordinated directly between you and your accountability buddy.

FAQ's

What are accountability buddies?

- **A like-minded peer** that supports you along your journey. Accountability buddies help each other review and digest class material, create action plans to implement new ideas, work through challenges that arise in the process, and share wins on their progress.

What aren't accountability buddies?

- **A hired service provider.** Remember that while your accountability buddy is here for you, you are also and equally here for them. This is a symbiotic relationship where you are both showing up with mutual presence, dedication, and respect.
- **Your best friend!** It's lovely if you happen to become friends with your accountability buddy, but know that that isn't the goal of these pairings. You have lots to learn from your buddy even if you are not developing a personal relationship. If for some reason your partner is not meeting your expectations and you cannot resolve it with each other, feel free to reach out to us.

How often should we meet?

- We recommend **meeting 3-4x** throughout the program.

How long should we meet for?

- We recommend **meeting for about 60 minutes per call**, see sample agenda below:
 - (10 minutes) - Icebreaker & set intention for today's call
 - View our 52 Icebreakers resource [linked here](#).
 - (20 minutes) - Discussion time focused on buddy #1's work
 - (20 minutes) - Discussion time focused on buddy #2's work
 - (10 minutes) - Wrap up, reflection, & create action items for next steps

Suggested Timeline & Discussion Questions

Below is a suggested timeline and questions to consider for guiding your conversation. Feel free to follow a different timeline, or let your conversations go in a different direction. Time should simply be spent doing what's best for you and your accountability buddy.

1. Complete the [Accountability Buddy Interest Form](#)
2. Receive accountability buddy match
3. Connect with your new accountability buddy to determine your call times. We recommend scheduling your first call for the following week.
4. Have 1st call
 - Discussion topics to consider:
 - *Can you describe yourself as a leader?*
 - *What's the most surprising thing coming up for you in the first section of the program?*
 - *What is something you're hoping to change in your role, organization, or industry?*
 - *What have you tried so far? What will you try next?*
5. Have 2nd call (2 weeks later)
 - Discussion topics to consider:
 - *What values play a role in your everyday?*
 - *To what degree do these values align with your current or most recent company's values?*
 - *How are these values tied to the change you want to see?*
 - *How will you use consensus building to gather research on the change you want to see?*
6. Have 3rd call (3 weeks later)
 - Discussion topics to consider:

- *Who do you need to propose your people-centered change initiative to? Have you proposed change to this person/group of people before?*
- *How is psychological safety coming up for you as you prepare for this?*
- *Are challenging conversations a part of the regular dialog at your current or most recent company?*
- *How will you hold space for these meaningful conversations in your current role moving forward?*

7. Have final call (3 weeks later)

- Discussion topics to consider:
 - *Where does feedback currently show up in your daily/weekly/monthly/quarterly/annual practices?*
 - *When have you experienced really meaningful growth from feedback? What made this different from other experiences of receiving feedback?*
 - *What would that look like in a weekly system? What would that look like in a performance management system?*
 - *What will you change next in the way you give feedback?*

8. Decide how you'd like to be in touch moving forward!

- Ideas for staying connected:
 - *Connect on LinkedIn*
 - *Follow each other on social media*
 - *Join each other's email lists*
 - *Put a date on the calendar to have a check-in call next quarter*
 - *Plan to check-in via email 3-4x per year*