

OHIO LEADERSHIP FORUM

MAY 2005 FORUM

MAY 17-19, 2005

PARTICIPANT CASE PREPARATION GUIDE

April 25, 2005

Dear Ohio Leadership Forum Participant:

We look forward to working with you this spring as part of the Ohio Leadership Forum's May session and collaborating on your continuing work in Adaptive Leadership.

An important part of the curriculum during this initial workshop will be focusing on your individual work. In particular, we are asking you to identify a current leadership challenge you are facing, prepare a brief write-up of your case, and submit it to us in advance of our getting together on May 18. You will have the opportunity to work on, and refine, this challenge during our time together on May 18-19 and beyond. Attached is a simple guideline for writing up your case.

Thank you for participating in this program. We have high aspirations for the work we will do together during the next few months. We are pleased that you are giving us the opportunity to work with you.

See you in May.

Regards,

Ron Heifetz and Lee Teitel

Cambridge Leadership Associates



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Among the potential resources for our learning in this program is using the ideas we discuss to work through leadership challenges or dilemmas from your experience and that of other participants.

Toward that end, please write a brief (a couple of paragraphs will do, but in any event, no more than one page) statement of a leadership challenge you face. Ideally it is a current challenge, but a past one is fine as long as it is one for which significant unresolved issues remain. Select one that

- (a) will significantly affect the performance or success of you and your school district,
- (b) will have consequences for your stakeholders, and
- (c) you can reasonably expect to materially influence.

It should be an issue on which you are genuinely open to alternative possibilities about what your and your district's role or actions should be and on which you might like to receive advice from other participants in the workshop.

You need not reveal the identities of the other individuals or organization/group or setting involved, but write enough of a description of the situation such that it can be the starting point for a meaningful discussion/consultation. The norm is that all our conversations will "stay in the room" in terms of confidentiality. No one will be required to discuss the leadership challenge with the whole group.

In writing it up, characterize the challenge from your perspective.

- Who are the major players and, briefly, what are their interests?
- How do they view the situation?
- What are your stakes?
- Describe what action you have taken or are thinking about taking in reference to the challenge.
- Frame the question you would most like to have our participants address.

Please send the case to us, Ron Heifetz at Heifetz@Cambridge-Leadership.com and Lee Teitel, at lteitel@cambridge-leadership.com by noon on Sunday, May 15.