



# KICKOFF DISCUSSION

## A TOOL FOR TEAM MEMBERS

Use the following questions to help you prepare for your kickoff discussion with your leader.

1. Big Buckets of Work – When you think about your areas of responsibility:
  - a. What can continue to function as it currently does?
  
  
  
  
  
  
  
  
  
  
  - b. What do you want to work on to make even better next year?
  
  
  
  
  
  
  
  
  
  
  - c. What is going exceptionally well?
  
2. How You Work
  - a. When you think about **how** you work, what is going well and what do you want to improve next year? (Consider our organizational values and the success factors resource.)
  
3. Goals
  - a. Describe your accomplishments in regard to your goals from last year.
  
  
  
  
  
  
  
  
  
  
  - b. What new goals will you work on this year? (Consider using the goal-planning worksheet on the HR website)
  
4. Support
  - a. What do you need from your leader to help you achieve these goals?
  
  
  
  
  
  
  
  
  
  
  - b. How can they be a better leader for you?