

ZOOM TOOL

Managing Key Stakeholders

Calibrating our priorities together

BUSINESS AS UNUSUAL

DD CONSULTING - REGINA CHUA


REGINACHUA@DDYNAMICS.NET

WWW.DDYNAMICS.NET



Managing Key Stakeholders: Create a remote agenda that works in 30 minutes

We know it's
crazy out
there

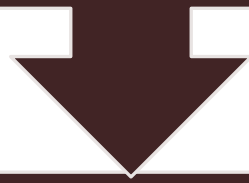


When you need to have that difficult conversation about amendment, changes & contracts ...

Before you
dive into the
task

Always build trust & credibility ...

Question: How do I work our priorities together?



Use the 30-3-1 Dialogue to uncover actionable next steps

**Have a 30 minutes
conversation**

Ask 3 questions

Act on 1 offline idea

Agenda Planning
30-3-1 Method

TOOL: Regenerative Conversation for prioritizing with stakeholders



Empathize & Care How are you?




1. Relate to them as an individual before you dive into the task
2. Use your ears & eyes to know how they think and feel
3. Refrain from judging or interrupting the conversation

TIME: 5 minutes

- Empathy means placing yourself in their shoes to relate authentically
- Acknowledge their gripes or emotions and stay in the present

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Connect With Them What's critical?



1. Uncover what decisive steps are needed and why
2. Sieve out which assumptions & priorities are relevant now
3. Hold your views until you fully understand their context

TIME: 20 minutes

- Listen to how they view trade-offs in their current plight
- Know the why behind the action to know where they're coming from

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Adjust Your Position Where can we help?



1. Being adaptive can be ambiguous when unplanned surprises happen but stay intentional and resist impulsive responses
2. Reframe any stakeholder demand as a future meeting to explore possibilities

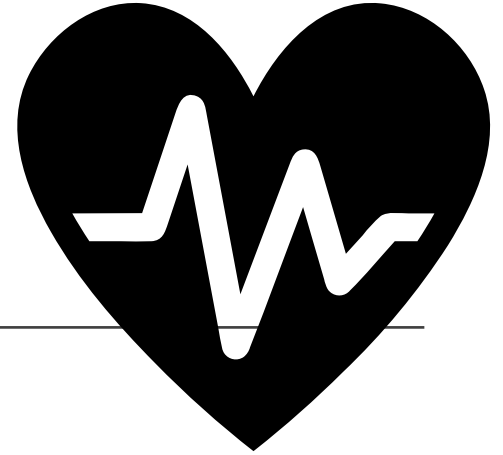
TIME: 5 minutes

- Chunk up on micro conversations to identify one big rock where your value makes a difference
- Suggest a remote meeting to discuss an agenda and invite key stakeholders

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Empathize & Care

How are you?



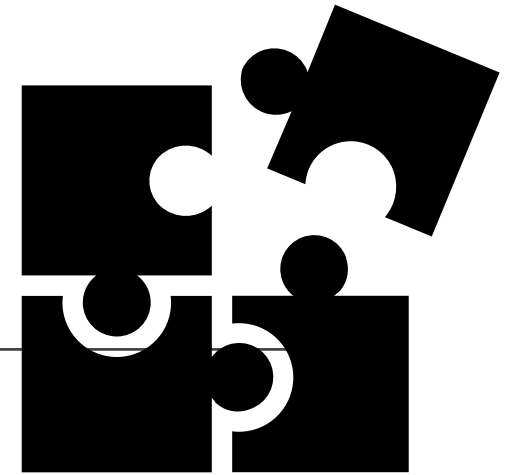
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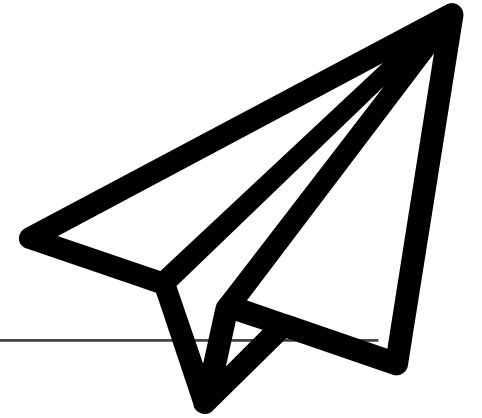
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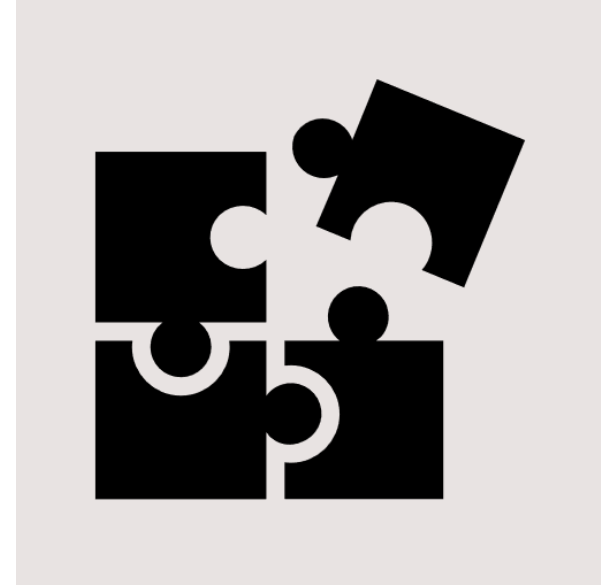
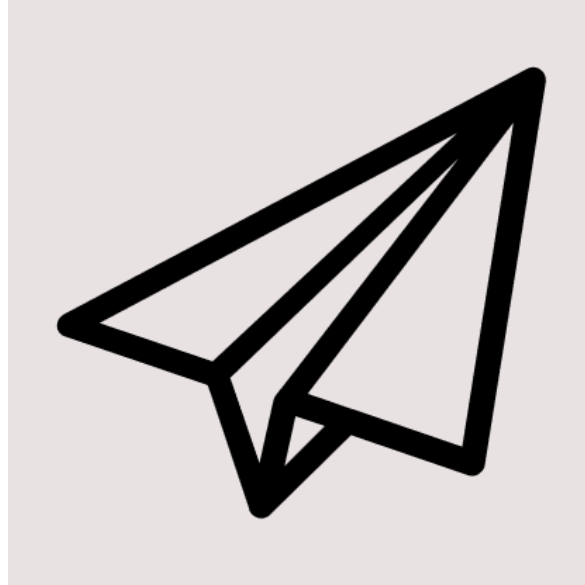
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Keep safe &
productive!

*IT'S YOURS TO ADAPT AND MAKE IT YOUR
OWN SO ADAPT AND LET US KNOW HOW IT
GOES!*

WITH COMPLIMENTS,
THE DDC TEAM

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