

Major Leadership Functions

Name: _____

Leadership Function: _____

Expectations	Reflective Questions	Your Responses
It becomes a part of your identity and accountability to lead, not just manage.	What does it mean to have responsibility for this major leadership function?	
Five-Year Vision	Ability to describe what it will look like when it is really going well. Paint the picture.	
Annual Goal	How will it be different in one year?	



Your Data Story for This Leadership Function	
Hard and Soft Data	Baseline and Benchmarks



Your Communication Plan for This Leadership Function	
Monthly Action Agenda Communication	What are its implications for the following? <ul style="list-style-type: none"> • Leadership team • Staffing support • Budget • Other administrative support • Professional learning
Monthly Reports	<ul style="list-style-type: none"> • Stakeholder updates • Accountability reports