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LEADERSHIP TEAM (LT)

Purpose

1. To give the members a chance to provide input to the CEO/President/Owner.
2. To allow leaders to observe the CEO/President/Owner and their leadership style, such as how they think and solve problems.
3. To develop future senior company leaders/executives.
4. To experience peer learning from other senior executives in other areas of the company.
5. To provide opportunities for executives to lead company-wide initiatives.

What Should Be Considered for the Composition of the Leadership Team?

1. Executives currently in leadership roles.
2. Highly experienced executives who are known for expressing contrarian points of view.
3. Representatives of major product/service groups.
4. Significant geographic representation, especially global.

What is Expected of Leadership Team Members?

1. Serve as advisors and a sounding board to the CEO/President/Owner.
2. Assist in identifying strategic & tactic issues.
3. Provide input on company issues.
4. Identifies company issues to be discussed at LT meetings.
5. Provide contrarian or new points of view, which is a significant contribution to the CEO/President/Owner.
6. Although focus is on entire company, LT members bring their product/service divisions, geography, technical discipline and other points of view.
7. Assist in studying & implementing new initiatives.
8. There will be at least two types of meetings. The first type would be where the team identifies a list of issues or initiatives that would be handled outside of the meeting (i.e. Brainstorming not problem solving). The second type would be where the team does a deeper dive on one subject. The CEO/President/Owner will inform the group ahead of time, which type of meeting it is.

What is Not Expected of Leadership Team Members?

1. The Leadership Team is not an Executive Committee (i.e. Office of the CEO/President).
2. The LT members will not be making decisions that are the responsibility and authority of the CEO/President/Owner or other senior company executives (The LT is an advisory group).
3. The LT should not be a "Groupthink" activity. It is an opportunity for leaders to express contrarian points of view in a healthy way.

What is the Time Commitment for LT Members?

1. The LT will meet _____ for X hours. The meetings will begin and end promptly.
2. LT Members are expected to attend every meeting, with few exceptions.
3. For logistical reasons, certain LT Members may need to join the meeting by phone.
4. Prior to the LT Meeting, the Leadership Team Members are expected to read the agenda and related advanced materials (which will be distributed at least one week before the meeting) and come prepared to provide their input, thought, questions and observations.
5. Following the meeting, there will be meeting notes briefly summarizing the discussion. The LT Members are expected to read the notes and offer comments on any important points that are missing or misrepresented by the notes.
6. Annually the LT will conduct a Strategic Planning meeting.