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# LCA@NEWS

JANUARY 2012

Lynne Carbone & Associates, Inc. (LCA) is an organization and management consulting firm established in 1989 and based in Bethesda, Maryland. Our core competencies include strategic and execution planning, meeting design and facilitation, strategy development, strategic communications, organization assessment, organization change and system design, leadership and team development, "Soft Skills" training for leaders, executive coaching and customized workshops and conferences.

## Quick Links

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"Most often today the difference between a company and its competitor is the ability to execute.

"... Execution is the great unaddressed issue in the business world today.

## Wouldn't it be nice to take your strategic plan off the shelf and actually manage by it?

Once you've gotten the easy part done in formulating your plan, how are you going to do the heavy lifting to execute it? Can you:

- Narrow the scope to focus on the organization's top priorities?
- Ensure coordination across functional or program lines?
- Adequately allocate resources among competing priorities?
- Make sure progress is being made on the right things in the right ways?
- Maintain visibility on the strategic future of the organization?
- Keep team members motivated to collaborate, coordinate and deliver results?

LCA has developed and successfully implemented a **Strategic Planning Execution System** with the following features:

- Coaching and support for the Strategic Plan Manager and staff;
- A prioritization scorecard which results in the rating and ranking of priorities so that the truly important ones are identified for allocation of resources and concerted action annually;
- A system for monitoring, assessing, communicating status, addressing issues and celebrating accomplishments; and
- Optional expert staff support for action item management, quarterly review meeting facilitation and leadership support for effective plan management.



Lynne Carbone

**Remember, effective plan execution does not happen by osmosis! It requires visible leadership and a system for coordinating, integrating and communicating actions, progress and issues across the organization.**

**Don't have a strategic plan?**

"Its absence is the single biggest obstacle to success."

-Ram Charan, Execution, the Discipline of Getting Things Done

Ask us about our highly compressed, two-day strategic planning process which results in a 3- or 5-year strategic plan and year one priorities.

LCA's consensus-based decision process guides the group through:

- exploration of opportunities and threats;
- assessment of current state against future desired state;
- articulation of mission and future vision;
- definition of customers, partners and key stakeholders; and
- development of multi-year outcomes and strategies.

Call **301-986-0033** to get information about LCA's tailored, proven system and unprecedented track record of delivering results.

## LCA TEAM NEWS



**ALISSA ARD**, who has been with LCA for three years, has been working as a Consultant in Training. She is a Certified Facilitator and is our lead person for the Myers-Briggs Type Indicator (MBTI®) II analysis for Executive Coaching and workshop design. Alissa also created the Execution Planning Prioritization Scorecard™ and supports clients throughout implementation.



We are pleased to welcome **LINDA McLAUGHLIN** to the LCA team. She has a wealth of experience in graphic design, information/database management, office administration and marketing. We are thrilled to have her!

## LCA offers "Soft Skills" training for technical leaders and managers



Whether you are a scientist, researcher, engineer or IT professional, effectively communicating and interacting with others are essential to success.

Our intensive 1½-day training program offers participants methods and practical tools to lead and manage effectively. Special emphasis is placed on:

- effective communications;
- teamwork;
- conflict management; and
- dealing with difficult people.

The "Soft Skills" program is tailored to the needs of your organization and serves as an excellent team building activity.

*"The ecology of the organization is extraordinarily fluid and complex, and no single intervention or change can fix every problem. But as the saying goes, 'It's all done with people,' and if the human ingredient is ignored, then nothing else will work as well as it might."*

-Daniel Goleman, Working with Emotional Intelligence

Start leading your team more effectively by enhancing your "soft" skill set. Call the professionals at LCA today to discuss your customized program.



**SARA RALEY, Ph.D.,** is a new Associate on our team. Her expertise is Diversity training and workshops. Sara is a Professor at McDaniel College in Westminster, MD.

Each member of our LCA team is committed to exceeding your expectations with individualized attention and value-added results. Contact us today to learn how we can help your organization with customized training sessions, strategic planning, and more.

**Sincerely,**  
Lynne Carbone, President  
Lynne Carbone & Associates, Inc.

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