

A group of seven business professionals, four women and three men, are seated around a large white conference table in a modern office setting. They are all dressed in business attire, including blazers and suits. The image is faded and serves as a background for the top section of the page. The text 'STEP INTO LEADERSHIP AT THE TOP LEVEL' is overlaid on a light green rectangular background in the center of the image.

# STEP INTO LEADERSHIP AT THE TOP LEVEL

## PROGRAM OVERVIEW

Stepping into senior leadership is a shift in altitude and expectations.

This program gives leaders a clear playbook for their first 90 days and beyond — how to diagnose the landscape, align stakeholders, secure early wins, and sustain momentum.

The framework is structured, but flexible enough to adapt to the real challenges leaders face as they go.

# WHO IT'S FOR

- Newly promoted senior leaders (Directors/Partners and equivalents)
- Leaders taking on broader remit, P&L, or organisation-wide influence
- Leaders that need to work with a board for the first time
- Organisations wanting a confident, low-risk transition at the top

## LEARNING OUTCOMES

### Participants will:

- Gain clarity on role, mandate, and success criteria
- Develop the capability to work through a structured 90-day process while flexing to live challenges
- Strengthen stakeholder alignment and alliance-building skills
- Build awareness of leadership style — preferred vs. required — and how to flex
- Learn how to shape and communicate early wins that build credibility
- Establish the operating rhythm and habits that sustain impact beyond the first 90 days

# DELIVERY FORMATS & AGENDAS

## 4 × 90-MINUTE SESSIONS OVER 3 MONTHS

Cohort-based, or 1:1/group coaching format

Available in-person or virtually, across multiple time zones

### Session 1 — The Transition & Diagnose

- Re-contract expectations: role, mandate, altitude
- Define success criteria and “what only you should decide”
- Accelerate learning: map business, culture, risks, team dynamics
- Reflection: habitual leadership style vs. what this role requires
- Output: Role contract, 30-day learning focus, leadership flex points.

### Session 2 — Align Stakeholders & Build Alliances

- Stakeholder mapping: sponsors, peers, critical teams
- Influence strategies to accelerate trust and credibility
- “Disagree and commit” and peer-to-peer accountability practices
- Adapting leadership style across different stakeholders
- Output: Alliance plan & first conversations calendar.

### Session 3 — Early Wins & Operating Rhythm

- Select and shape early wins (what matters vs. what to avoid)
- Communicate wins without overplaying them
- Design operating cadence: meetings, decision rights, escalation
- Balance short-term impact with long-term credibility
- Output: Early wins scorecard + draft operating rhythm.

### Session 4 — Deliver & Sustain

- Integrate priorities into a 90-day roadmap
- Communication and visibility plan
- Sustaining credibility: resilience and personal leadership habits
- Planning beyond 90 days — setting up the next phase
- Output: 90-day roadmap + sustain plan (tailored to leader’s live needs).

# WORKBOOKS & MATERIALS

- **90-Day Leadership Plan Template**
- **Stakeholder Map & Alliance Planner**
- **Leadership Style Reflection Tool**
- **Early Wins Scorecard & Communication Planner**
- **Operating Rhythm Builder**
- **Common Traps Checklist**

- We blend the well-known First 90 Days framework with live application to the leader's current context.
- Each session combines structured tools with space to tackle the real issues leaders are facing in their transition — so the program is both guided and adaptive.
- Leaders don't just learn the theory: they leave each session with concrete outputs (plans, maps, rhythms) that directly apply to their role and organisation.

## HOW IT WORKS

# FAQS

**Can we tailor to our role titles?** Yes—content focuses on senior-level impact, not titles.

**Is it only for new promotions?** Also ideal for leaders moving into new portfolios and new lateral hires.

**Is there pre-work?** A short role/mandate intake plus leadership style reflection.

**Can this be delivered virtually?** Yes—across time zones for global teams.

**Can we align it to our promotion cycle?** Yes— by aligning this program to your promotion cycle you can leverage group coaching and the formation of a strong peer group for newly promoted leaders.

**What is the input from the leader's manager?** There is the option to add in a 3-way session to include expectations and alignment with the leader's manager.

## NEXT STEPS

Ready to accelerate a confident start at the top?

Give your newly promoted senior leaders the structure, support, and clarity to succeed in their first 90 days — and beyond.

# EXPLORE MORE PROGRAMS

## Getting Ready for Promotion

Equip high-potential leaders with behaviours, visibility, and strategy to step up.

### Delivery Options to Choose From:

- 2-day immersive
- 1-day intensive
- 90-min virtual series\*

## Guilt Free Growth

Help working parents design sustainable careers and home lives without guilt.

### Delivery Options to Choose From:

- 1-day workshop
- 90-min series\*

## From Leader to Executive Team

Transform senior groups into true executive teams with trust, alignment, and results.

### Delivery Options to Choose From:

- 1-day offsite
- 90-min virtual series\*

## Your Leadership Style in Action

Build self-awareness and adaptability so leadership lands with clarity and impact.

### Delivery Options to Choose From:

- Full-day with profiling
- Half-day without profiling
- 90-min virtual series\*

## Team Fuel

Reignite team purpose, priorities, and engagement for stronger collaboration and results.

### Delivery Options to Choose From:

- 1-day team workshop
- 90-min series\*
- Optional follow-up team surgery

## Emotional Intelligence in Professional Services

Strengthen self-awareness, composure, empathy, and relationships under professional pressure.

### Delivery Options to Choose From:

- 2-day immersive
- 1-day intensive
- 90-min series\*

## Fresh Thinking in Professional Services

Make innovation a habit through reframing, ideation, and low-risk experimentation.

### Delivery Options to Choose From:

- 1-day workshop
- 90-min virtual series\*

## Leading Change

Equip leaders with tools and rhythms to lead change that sticks.

### Delivery Options to Choose From:

- 1-day workshop followed by 4 x 60-min momentum sessions
- Online self-guided program\*

## Communicate with Impact

Simplify complexity, connect with story, and deliver messages that inspire action.

### Delivery Options to Choose From:

- 1-day workshop
- 90-min series\*
- Optional pitch-prep clinics

**\*Available virtually, to suit all global time zones.**

**All programs have option to add on group or individual coaching**

## A Note From Me



*Sarah*



**Book a call  
to discuss  
your needs**

### Who I Work With

I partner with leaders and HR teams across professional services — from large global firms to smaller partnerships — in law, consulting, accounting, and business services.

### My Background

With over 20 years in leadership development, I've worked both as a management consultant and inside professional services organisations.

I understand the realities of these environments: always-on, commercially driven, and shaped by cultures that prize logic, analysis, and precision.

### What I Deliver

- Leadership development that busy professionals value.
- Practical content designed for analytical, time-poor audiences.
- High-ROI programs that strengthen leadership, engagement, and growth

### How I Work

I bring proven frameworks, but I adapt them to your context and culture.

My programs are no-nonsense, commercially grounded, and designed to make an immediate, visible difference — in how leaders show up, how teams collaborate, and how organisations grow.

All programs can be delivered **in-person or virtually, across time zones** to support both global and local teams.