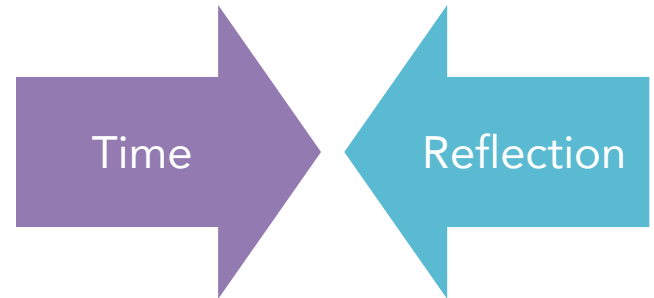


Shaping Your Agenda

Addressing the Associates' Dilemma

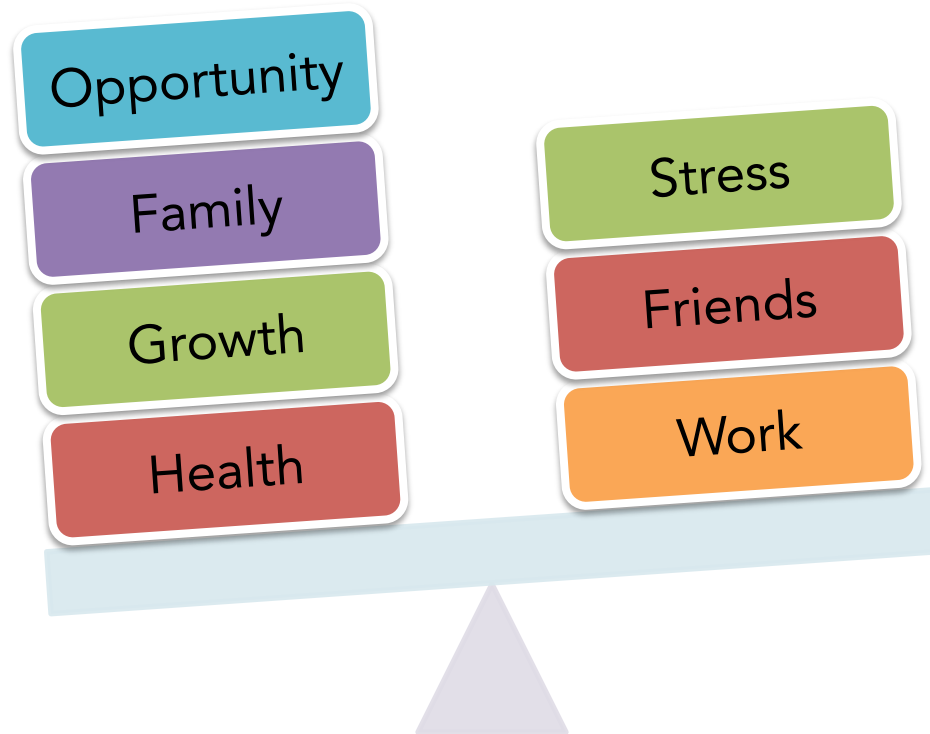
Use Self-Awareness



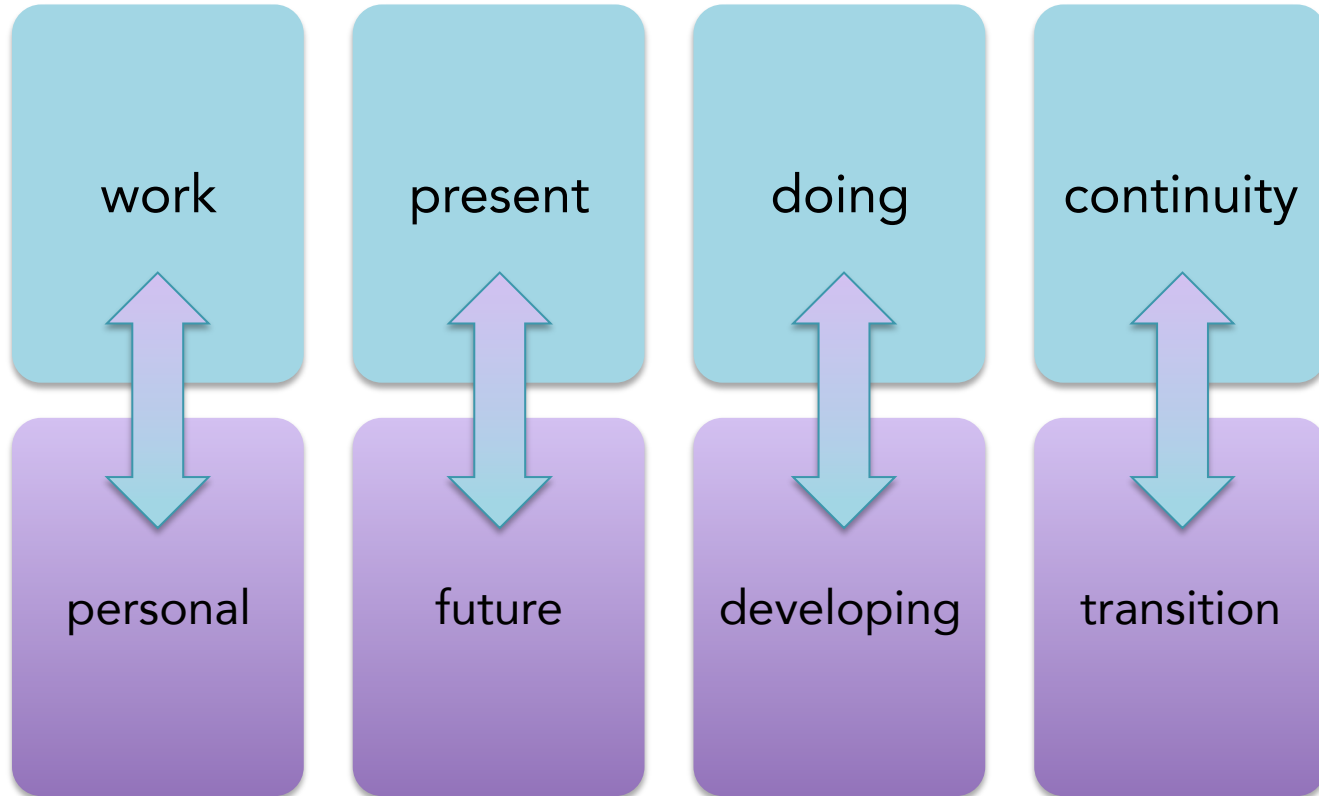
Be Honest with Yourself



Know What You're Balancing



Choose Your Trade-Offs



Leverage Your Network

In all
directions

Work and
personal
networks

Strong
and weak
ties

Contribute
and seek
help

Get
honest
feedback



What IS an Agenda?

An opportunity to step back and reflect on the big picture



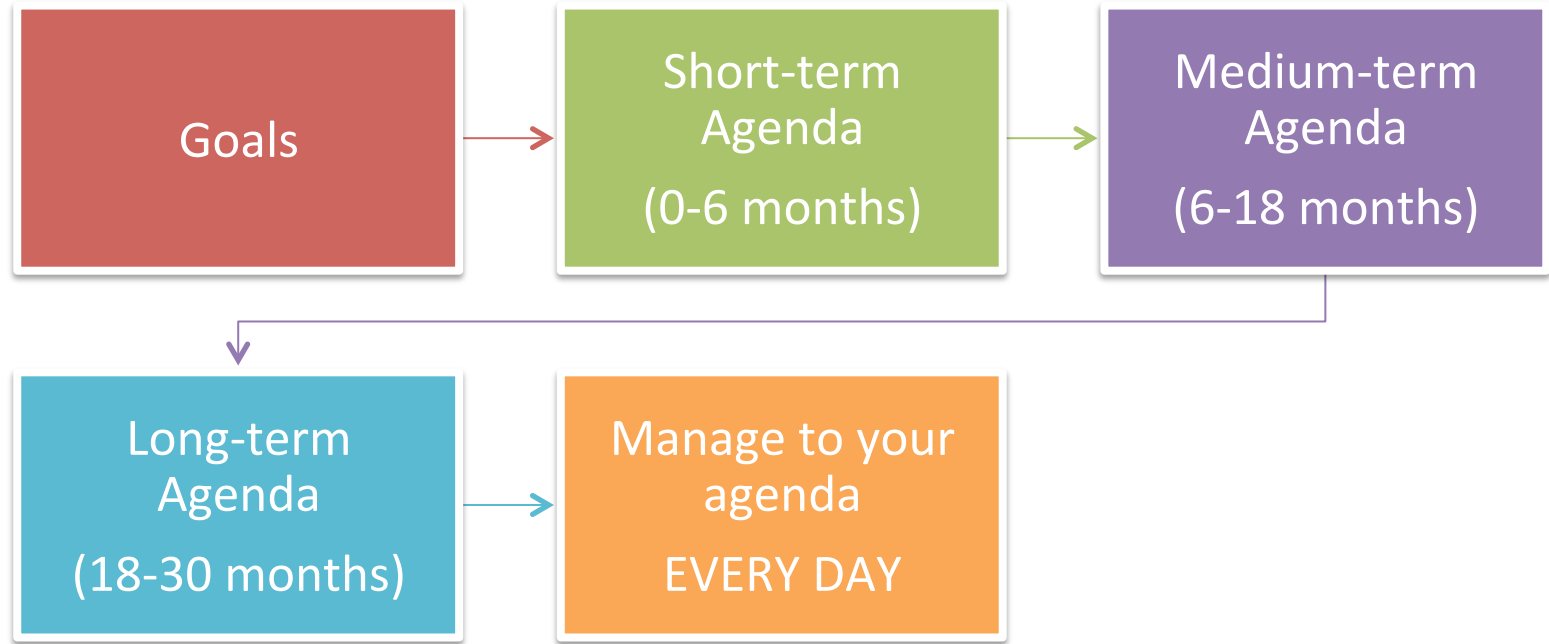
Agenda Before Task List



Assessment



Build an Agenda



Sample David Lee Agenda

Goals



- Rebalance personal / professional
- Improve health
- Build professional & substantive skills
- Gain clarity on what's next

Short-term

- Talk to Allison and another partner about broadening skills and getting more responsibility.
- Work on ability to prioritize by saying no to at least one significant opportunity in order to balance priorities.
- Build in exercise routine.

Mid-term

- Reach out to 1-2 past mentors for advice / perception of my strengths.
- Investigate pros/cons of going in house - identify in-house classmate / colleague. Talk to 1-2 search firms.
- Investigate how/ whether transfer to DC could someday be an option.
- Work on delegation skills; challenge myself to give more work to junior associates.

Long-term

- Develop a specific plan to advance at the firm or to go in-house.
- Improve in focus and prioritization to create room for Victoria to finish her dissertation with my support.

Agenda Template

Goals	Strengths	Challenges	Resources
<u>Short-term Goals (0-6 months):</u>			
<u>Medium-term Goals (6-18 months):</u>			
<u>Long-term Goals (18-30 months):</u>			



Application

