Turn Moments into Momentum

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Workshop Goals

• How to create momentum by stepping into your personal power and influence
• Identify 3 common stumbling blocks that prevent momentum
• Learn 3 tools to remove the blocks and improve personal efficacy, relationship efficacy and your ability to cultivate advocates
Power

[noun]  
“Ability to act or produce an effect”

[transitive verb]  
“To give impetus to”

Power with versus Power over:  
Collective action, working together

https://www.merriam-webster.com/dictionary/power
Why Personal Power and Influence?
3 Levels of Power and Influence

Advocates
- Be strategic

Teams
- Delegate, empower or influence

Self
- Take consistent action

Accountability* at all levels

*Accountability:
- Follow through
- Recognition
- Boundaries and Clarity
- Ownership
Turn Moments into Momentum

Reflection:
Moment where you felt effective (powerful)
Discussion: Momentum Motivators

What qualities, skills or traits moves momentum?

Self

Teams

Advocates
Manage or Lead Momentum?

A Leader of Momentum offers:
• more freedom
• more feedback
• more recognition

A Leader of Momentum maintains:
• accountability
• clear communication
• focus

“You manage things; you lead people.”
-Rear Admiral Grace Murray Hopper
Discussion: Momentum Minimizers

What slows down momentum?

- Self
- Teams
- Advocates
Momentum Minimizers

- Lack of focus
- Distraction
- Not enough support

- Lack of follow up
- Lack of championship
- Communication break down
- Staff resistance

- Lack of resources
- Board resistance
- Lack of clarity
- Lack of awareness

Impact:
- Little/no momentum
- Slowed down momentum
- Interrupted momentum
Getting started.
(Or getting sidetracked).

Goal achievement requires:
• consistent action from self
• accountability
Get the Momentum Started

Write down a goal you want to achieve

- Choose a “big” goal
- Perhaps one you have been putting off, see it as insurmountable or are struggling with it
Tool 1: Chisel + Start

1. “Chisel” your goal down to small, achievable steps
2. Start with a “show up” reward mentality
3. Tell others about your goal
4. Set a clock
   -- Schedule 30 minute blocks on your calendar
   -- Timed accountability sessions (20-30 minutes)
5. Select an accountability partner
Activity

• Take 2 minutes to chisel your goal
• Choose a partner in the room (someone you don’t work with already)
• Discuss ways to be accountable to the goal
• *Bonus momentum*:
  – Choose an accountability partner (here or outside the room)
  – Schedule time on your calendar
Congratulations!

You got started.
(Without getting sidetracked).

Goal achievement requires:
• consistent action from self
• accountability
Block #2

Asking for help (delegate / influence).
Maintaining accountability after delegating responsibility.

Goal achievement requires:
• delegation, empowerment and influence
• accountability
Generate More Momentum

• Engage broader team in a unified direction
• Set quarterly goals
• Plan your week
  – Track weekly activities to create more visible and interconnected teams
• Share progress
  – 1:1s, team meetings
• Provide feedback, recognition and support
  – Praise progress and boost morale with peer/team recognition
  – Tackle team’s problems – support resolution (not avoidance) of conflict
Tool 2: RACI + Remind

- RACI matrix
  - Responsible
  - Accountable
  - Contributor
  - Informed

- Reporter-style assignment board (Remind)
Discussion

• How do you influence without authority?
Discussion

• What do you do when your influencing isn’t working?
Block #3

Needing insight into what motivates your advocate.

Goal achievement requires:
- strategy
- accountability
Keep the Momentum Going

- Build a relationship
- Educate and engage
- Be strategic about who to ask and what to ask
- Be clear about what you’re asking
- Know – and focus on - what motivates your advocate
- Be flexible - think on your feet
- Reward and recognize
- Follow through
Tool 3: Research + Relevance

• Take the 3-4-5 approach

• Build an “interest connection” form
Create Your Pitch

• Jot down the name of a potential advocate (someone you need to support your goal)
• Craft your “elevator pitch”
• Practice with your partner
Bonus: Momentum Boosters

Build an open and honest culture, where two-way communication is celebrated and ideas flow freely.
Questions? Give us a call.

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