• We’ll be starting the Ambassador Summit in a moment...

• The slides will be posted on https://devlearning.ucsf.edu/ambassadors after the session.
Engagement Ambassador Summit

Fall 2022 Quarterly Check-in

Learning & Organization Development

October 2022
Why are we here?

What can you do?

What's next?

• Engagement Action Planning Debrief
• Next Steps
Engagement Action Planning Resources

https://devlearning.ucsf.edu/ucsf-employee-engagement
# Simple Approach to Action Planning for Teams

**STEP:**

1. **DETERMINE ONE ISSUE OF TEAM NEED**
   - The team picks one mission-critical issue that’s keeping them from meeting their goals.

2. **DETERMINE MOST RELEVANT ENGAGEMENT ISSUE**
   - Team filters their issue through the most relevant human capital element represented in the engagement survey.

3. **ALIGN ON AN ACTION PLAN**
   - What is the first action that the Team will execute to improve productivity?
Breakout Session: 22 minutes

2022 Action Planning Debrief

1. Identify a spokesperson and a notetaker (2 mins)
2. Each ambassador will answer the following questions for their own team’s action planning experience (15 mins):
   • What worked?
   • What did you want to see more of?
   • What’s next for your team?
3. Select 1-2 top themes to share in larger group (5 mins)
Themes will be shared and posted on https://devlearning.ucsf.edu/ambassadors
Next Steps

If Your Team Has Action Plan:

• In your regular Team Meetings, check in on the documented Action Plan as a 7-10 minute agenda item at least once a month

• Wash, Rinse, and Repeat (UCSF Action Planning Guide for Managers 2022, p24-26)

If Your Team Doesn’t Yet Have an Action Plan:

• Schedule a 30-minute meeting with your manager about how to start or continue the Action Planning process.

• Add Action Planning on your team meeting’s agenda. (UCSF Action Planning Guide for Managers 2022, p13-22)

Link to the Action Planning Guide: https://ucsf.app.box.com/file/963159150517?s=f4a6g8gbnticzd5lviwy9lgaz4q4meu
2022-2023 Calendar

OCT
Ambassador Summit - Fall
October 13, 2022

JAN
Engagement Survey Town Hall
January 26, 2023

JAN-FEB
Ambassador Nomination

MAR
Ambassador Orientation

APR-MAY
Annual Engagement Survey
Any questions or comments? Unmute your mic & ask.

For more info
Go to bit.ly/ucsfengagement