



Ormond & Associates PROGRAMS & SERVICES

• EXECUTIVE COACHING

Supporting leaders to grow their confidence, decision-making, and leadership influence for better results.

• TEAM EFFECTIVENESS COACHING

Improve collaboration, trust, and collective performance with practical, proven team effectiveness frameworks.

• LEADERSHIP WORKSHOPS & KEYNOTES

Customized and packaged workshops & keynotes designed to build leadership capability at every level.

• TALENT STRATEGY CONSULTING

Helping organizations predict their talent needs and align their people programs to meet those needs.

COLLABORATION CHECKLIST

Use this checklist when decisions feel slow, accountability feels diluted, or alignment discussions seem to go in circles. It is designed for senior leadership teams to quickly assess whether collaboration is accelerating results or quietly becoming a bottleneck.

1. Decision or Update?

- ☐ Are we here to decide, not just share information?
- ☐ Is a decision required at the senior leadership table?
- ☐ Could this be communicated as an update instead of discussed?

2. Does Decision Require Collaboration?

- ☐ Will broader input materially improve the quality of this decision?
- ☐ Are we clear whether we are seeking input, buy-in, or permission?
- ☐ Is speed more important than consensus in this case?

3. Clear Ownership

- ☐ Is there a single, named decision owner?
- ☐ Does that owner have authority to decide after consultation?
- ☐ Is accountability for outcomes unambiguous?

4. Right Level of Discussion

- ☐ Is this an enterprise-level issue versus a functional one?
- ☐ Are we debating details better handled below the senior table?
- ☐ Are we protecting time for work that truly belongs at this level?

5. Capacity & Trade-Offs

- ☐ What existing work is being deprioritized to make room for this?
- ☐ Are we adding priorities without removing any?
- ☐ Would we still restart this work today if we were planning from scratch?

6. What Does “Aligned” Mean?

- ☐ Are we aligned on the decision, not just the discussion?
- ☐ Do we agree on success criteria and measures?
- ☐ Would each leader describe this decision the same way to their teams?

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