

## **BANK MANAGER SCHOOL 2022**

WITH KAREN BUTCHER, HEAD COACH AND PIVOTAL PEOPLE TRAINER, INTERACTION TRAINING

### **Prior to Day One**

#### **Pre-Session Assignments for: Understanding Yourself and Others**

1. Complete the DiSC Assessment at <https://www.123test.com/disc-personality-test/> Email the results to yourself and have them available for class.
2. Make a list of 5 colleagues and/or direct reports. We will use this list to “people-read” for DiSC behaviors.
3. Complete the Communication Styles Quiz on pages 2 & 3 of the Bank Manager School Toolbox.

#### **Pre-Session Assignments for: Excelling at Leading, Supervising & Coaching**

4. Make a “top 3” list of your biggest manager challenges
5. Review the list of values on page 11 of the Bank Manager School Participant Handbook
6. Read a blog post, watch a YouTube Clip or TED Talk on transitioning from peer to supervisor. Come to the session prepared to share your Ah-Ha! moments.
7. Complete the Self-Evaluation on page 20 of the Bank Manager School Toolbox.

### **Prior to Day Two**

#### **Pre-Session Assignments for: Handling Confident and Courageous Conversations**

8. List some obstacles to effective communication.
9. Think of a conversation you have been avoiding or one from the recent past that could have been handled better. Write it out to include all details, thoughts, feelings, emotions, and reactions.

#### **Pre-Session Assignment for: Building an Effective Team**

10. Complete the Ideal Team Player Self-Assessment on pages 49-50 of the Bank Manager School Participant Handbook.
11. Complete the Daring Leadership Assessment at <https://daretolead.brenebrown.com/assessment/>  
Email to yourself or print your results and study your strengths and opportunities for growth.

#### **Pre-Session Assignments for: Sharing Best Practices**

12. Be prepared to discuss the on-boarding, training, and performance review practices at your bank.
13. Read a blog post or watch a YouTube clip on conducting performance reviews. Come to the session prepared to share your Ah-Ha! moments.