

2-DAY KICKOFF EXAMPLE

- **Objectives:**
 - Build community and commonality of purpose and enhance transparency across groups within department/firm
 - Strengthen capabilities in the areas of teamwork, collaboration, innovation, creative problem solving, adaptive leadership, project management, presentation/pitching skills, commercial awareness, business development, technology, and networking
 - Motivate employee engagement in solving key firm and department challenges
 - Drive long lasting cultural change
- **Outputs**
 - 2-day, in-person kickoff in one location (e.g., key location of firm/department or during an annual retreat or offsite)
 - Attendees will participate in idea generation, team-building, personality assessments, and other exercises that begin to break the barriers between professionals within and across department/firm. Participants gather as a community to transcend cultural divides and embrace the global mission of project/initiative. They get to know themselves better and each other. Importantly, these two days set the stage for the part-virtual teaming that will occur going forward to bring the project/initiative to fruition.
- **Plan/Schedule**
 - **Day 1:**
 - The first half of the day begins by leveraging interviews with leading, international General Counsels and legal innovation heads to explore the changing legal marketplace and how lawyers can continue to strengthen and advance their practices, highlighting the importance of collaboration.
 - Transitioning from theory to practice, this part of the day turns to channelling energy for effective teaming and managing teaming dynamics utilizing a combination of interactive lecture and dynamic exercises.
 - The second half of the day utilizes interactive exercises to show how to effectively create a culture of collaboration through creative problem solving as well as mindset and behavior change.
 - We conclude day one with a reception.
 - In the evening, teams are expected to conduct background investigatory research on their topic.
 - **Day 2:**
 - In the first part of the day, we turn to substance of the project/initiative providing a method to get from early stage to completion.

- We then turn to setting expectation, goals, and roles including exercises to map out the timeline and tasks of the project/initiative.
- During the second part of the day, teams will interview key stakeholders about project/initiative to identify pain points, challenges, and opportunities.
- The day ends with mini-presentations on by each team on the project scope and next steps.