

Selecting a cross-functional *Accountability Committee* to accelerate necessary shifts

Your Accountability Committee is comprised of people from across the organization who are inspired and passionate about working collaboratively to identify and sustain best practice shifts that align with your strategic vision and the results you want to achieve. Accountability Committee members are critical in implementing and communicating change efforts, and as such, when selecting your Accountability Committee, it's important to consider the following:

ROLE EXPECTATIONS – The Accountability Committee serves as the driving force behind the organization's Accountability Journey, actively contributing to the implementation of the Accountability Plan, including the following:

- ✓ Oversight for, and implementation of, your Accountability Journey including the engagement strategy and operational plan
- ✓ Owns tactical components of your Accountability Plan such as scheduling internally facilitated Accountability workshops, implementing level-appropriate Accountability Tools, and leading Accountability sustainment efforts
- ✓ Develops corporate communications related to Accountability activities and progress leveraging Culture Partners resources
- ✓ Determines attendees and coordinates logistics for Accountability Workshop sessions
- ✓ Identifies, selects, and supports Accountability Workshop facilitators

SELECTING YOUR ACCOUNTABILITY COMMITTEE – These individuals are passionate about shifting to accountable habits and demonstrate a commitment to positive change. In addition, Accountability Committee members should:

- ✓ Represent the cross-functional talent in your organization who consistently demonstrate the behaviors associated with a culture of accountability. They may be viewed as mentors and role models for others.
- ✓ Be creative problem-solvers to address challenges that may arise during the Accountability Journey

- ✓ Engage and inspire team members at all levels of the organization
- ✓ Show initiative to proactively drive the 16 Best Practices and implement new ideas that align with the organization's Key Results
- ✓ Be willing to be visible and accessible to employees across the organization, fostering approachability and openness

SETTING YOUR ACCOUNTABILITY COMMITTEE UP FOR SUCCESS – Being a member of the Accountability Committee requires a time commitment, involving regular attendance at meetings and active participation in Accountability efforts, including:

- ✓ Approximately 2 hours/week for the first six months of the Accountability Journey
- ✓ An average of 1 hour/week after the initial Accountability rollout
- ✓ Biannual 1-hour virtual Accountability Review sessions led by Culture Partners
- ✓ 1-hour to full-day Leader Application sessions led by Culture Partners (5 sessions total over the three-year journey)
- ✓ Commitment of one year on the Committee

The number of Accountability Committee members suggested is 5-8 people. This number may change throughout the Accountability Journey as members change and rotate.

Need help selecting your **Accountability Committee**?

Talk to a [Culture Partners Advisor](#) or email Solutions@culturepartners.com.