

Provide a Debrief of the Feedback Report



INSTRUCTIONS: Use the following checklist, principles, and methodology as guidelines for providing an effective debrief of a leader's personalized Be Well Lead Well Pulse® assessment feedback report.

BEFORE THE DEBRIEF: YOUR CHECKLIST

Attend to these items well before the debrief.

✓ CHECKLIST	DETAILS
<p><i>Communicate with the leader about the following items...</i></p>	<ul style="list-style-type: none"> <input type="checkbox"/> PLACE AND TIME. The debrief can be done in person, via videoconference, or by phone. Ask the leader what he or she prefers and make appropriate arrangements. <input type="checkbox"/> COMMITMENT. The debrief will take between 45-60 minutes. Ask the leader to protect this time so that they are not distracted or disturbed during their debrief. Fully engaging in the debrief is an act of self-care and an opportunity to gain insights for personal and professional growth. <input type="checkbox"/> YOU AS GUIDE. You as the Be Well Lead Well Pulse® Certified Guide will lead the structured debrief process and manage the time. Let the leader know that there is nothing they need to do to prepare for the debrief. <input type="checkbox"/> RECORDING. Tell the leader that they may record the debrief, if desired, via a video recording option, a smartphone voice recorder, handwritten notes, or any other means useful to them. This is their choice and responsibility. <input type="checkbox"/> LOGISTICS. If the debrief is not done in person, let the leader know they should be by a computer during the session. In this case, send the leader's personalized Be Well Lead Well Pulse® feedback report at the appropriate time during the debrief via email.
<p><i>Download and prepare to use the leader's Be Well Lead Well Pulse® Feedback Report.</i></p>	<ul style="list-style-type: none"> <input type="checkbox"/> PREPARE TO SHARE. If the debrief is not done in person, have the leader's feedback report ready to email at the appropriate time during the session. Otherwise, have an electronic or printed copy available. <input type="checkbox"/> PREPARE YOURSELF. Review the leader's personalized feedback report ahead of the debrief. Make notes on what insights and questions surface for you—these might come in handy during the debrief. At the same time, be willing to let go of assumptions you have about this leader so that the debrief is an open, safe space for personal learning.

AT THE DEBRIEF: PRINCIPLES AND METHODOLOGY

Allow three principles and our six-step methodology to guide your delivery of the debrief and create an environment to support the best outcomes for the leader.

PRINCIPLE 1: THE DEBRIEF REFLECTS WELLBEING IN ACTION.

No matter what the feedback, the debrief experience can be a source of upliftment and empowerment for a leader. How can you set the conditions for the most generative debrief? As a few examples:

- Give yourself 5-10 minutes before the debrief conversation to let go of your to-do list or worries and become fully present with yourself. A heart-centered meditation, a body scan practice, a brief walk, or any other type of mindfulness or clearing practice can support you.
- Do a conscious breath with the leader at the start of the debrief to help you both truly arrive—mind, body, and spirit—to the conversation.
- Arrange your chairs side-by-side, rather than talking across a table, if you are physically together during the debrief.

PRINCIPLE 2: THE DEBRIEF DRAWS WISDOM FROM THE LEADER.

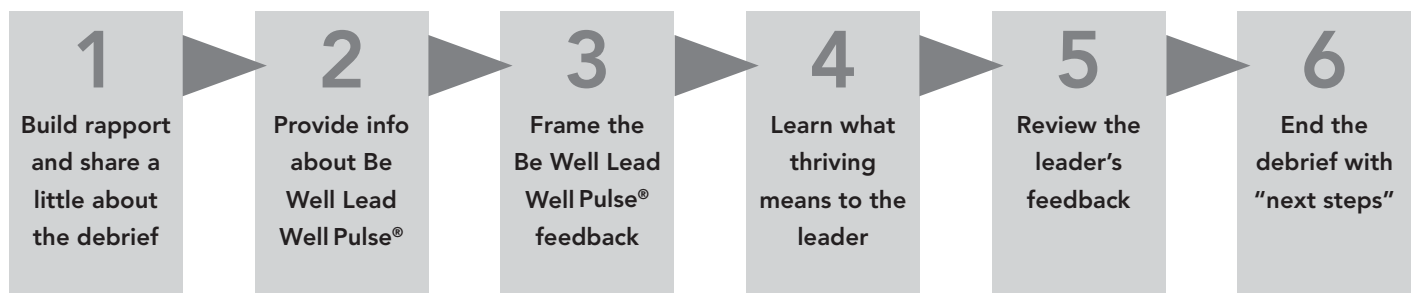
Assuming the leader answered the Be Well Lead Well Pulse® assessment questions as honestly as possible, the feedback report provides you a window into this person's state of wellbeing right now. How can you use that feedback to help the leader connect with their own wisdom and create new possibilities to activate and amplify thriving?

PRINCIPLE 3: THE DEBRIEF PROVIDES A SPACIOUSNESS IN WHICH TO PAUSE.

For most leaders (including you), the space to pause is a rare commodity in our hectic world! Yet, it is exactly the skill that allows us to be aware of our current state of being and consciously shift to wellbeing. How can you facilitate the debrief in such a way that spaciousness and open reflection become a lived experience?

DEBRIEF METHODOLOGY

Use this six-step methodology to guide the conversation with the leader about their Be Well Lead Well Pulse® feedback report. You'll likely never use the script provided verbatim; what's most important is to care for the six steps, make the debrief authentic to you, and serve the leader's highest and best.



STEPS	SCRIPT & NOTES
<p>1. Build rapport and share a little about the debrief.</p>	<p>Introduce yourself. To build rapport and create a safe space for exploring wellbeing together, share 2-3 characteristics about yourself which shape who you are as well as your wellbeing. This includes a few aspects you feel comfortable and appropriate sharing about your life experience, values, culture, ethnicity, spirituality, life stage, and so forth. Confirm the debrief and assessment report are confidential.</p> <p>Ask: "Now, tell me a little about yourself. What do you most want me to know about you as a person before we explore your assessment feedback together?" For instance, they may choose to share their work role, the phase of life they're experiencing, social identities they hold (such as, nationality, religion, ethnicity, gender expression, etc.), or anything else important to them.</p> <p>Ask: "From what frame of reference did you participate in Be Well Lead Well Pulse®?"</p> <p>Share: "This debrief is structured. We'll spend 45-60 minutes on it. I'll first share information about Be Well Lead Well Pulse® then share your feedback report so that we can review it together. My aim is to fully support who you are in this debrief. If, at any time, I use a word you don't understand or inappropriately, please let me know. I'm continually learning how to support the wellbeing of others in a way that works best for them. "</p>
<p>2. Provide information about Be Well Lead Well Pulse®.</p>	<p>Share: "Be Well Lead Well Pulse® is the first integrative leadership assessment focused on wellbeing and transformation. It is built from the belief that you have an innate capacity to thrive and evolve—and tapping into that capacity is vital to lifting your personal fulfillment, leadership effectiveness, and positive impact. Our complexities today are a ripe opportunity to evolve our individual and collective consciousness and competence for thriving. When you thrive, you have greater energy, clarity, and wisdom to amplify thriving in the lives of others; this is the higher order purpose of this assessment. As a tool, Be Well Lead Well Pulse® helps you prioritize thriving in your life, as well as identify ways to make thriving a game-changer for the people and tasks you lead."</p> <p>Share: "The Be Well Lead Well Pulse® assessment is made up of 133 questions drawn from scientific research as well as +30 years of experience working with leaders globally. Your responses to the questions are analyzed using proprietary algorithms, then shared as innovative, easy-to-use scores across six dimensions (Thriving, Fuel, Flow, Wonder, Wisdom, Thriving Amplified) and 19 subcategories. We'll review this information in your personal feedback report in a few minutes."</p>
<p>3. Frame the Be Well Lead Well Pulse® feedback.</p>	<p>Share: "As a human being, you are always being and becoming—you are always engaged in change to some degree. You are not static; thus, your Be Well Lead Well Pulse® findings do not represent a fixed view of you. No assessment can tell you the whole truth about you. You are too unique, multidimensional, and complex. Be Well Lead Well Pulse® is not a typology or personality assessment. Look at your feedback report as a reflection of this period of time."</p>
<p>4. Learn what thriving means to the leader.</p>	<p>Ask: "Before sharing your feedback report, I want to understand what thriving means to you. To explore this, I'd like you to go inward for a moment to recall (think of, feel into) three stories of when you truly thrived. Consider a story from your early years, a story from early adulthood, and a story that is more recent." (NOTE: As the Guide, you may want to do this activity as a guided visualization, including mindful breathing to help the leader physiologically shift into a state of alert relaxation. Recognize that some leaders may not come up with three stories; that is normal.)</p> <p>Ask: "Would you be willing to briefly share your stories with me?" (Allow the leader to do so.) "What themes or patterns do you notice across your three stories?" (NOTE: Although we all have the innate capacity to thrive, how we each define it is unique. So, it is important to invite the leader to notice the core stories about thriving unique to them. This can serve as a doorway to reflect on links between their stories about themselves and their wellbeing.)</p> <p>Say: "Thanks for sharing a little about what thriving means to you."</p>

<p>5. Review the leader's feedback.</p>	<p>Share the feedback report with the leader and orient them to its contents.</p> <p>Ask about the section, Your Organization: "As you answered questions about Your Organization, what organization were you referring to? What do you notice in your scores? Can you tell me a little about how 'this score' is showing up as your experience of your organization?"</p> <p>Ask about the section, Stress in Your Life & Work: "As you review these scores, what do you notice? Can you tell me a little about how 'this score' is showing up as your experience of life and work?"</p> <p>Review the section, Overview of the Dimensions: "This section can be seen as your personal dashboard—how internally-resourced you believe you are to handle change, upheaval, and complexity and be effective in your life and leadership." Explain the color scheme (green/high, gold/moderate, red/low) that coincides the scores.</p> <p>Ask about the Overview of the Dimensions: "What do you notice about your scores in these six dimensions? How might this period of your life and work be influencing your scores in these six dimensions?" Link back to Your Organization and Stress in Your Life & Work sections as appropriate.</p> <p>Review the pages reflecting details of each dimension: "Take a few minutes to review the pages on each dimension. Don't rush; we have plenty of time."</p> <p>Ask: "Which dimensions or subcategories would you like to dive into further?" Then debrief the dimension(s) or subcategory(ies) that are of most interest to the leader. This may lead to, for instance, a conversation about all dimensions, the connections between dimensions, or how a particular dimension or subcategory is showing up (or missing) in the leader's life and work today.</p> <p>Ask: "What insights did you gain from this debrief? What threads do you see weaving through it?" You may also notice natural opportunities to connect their insights from this debrief with the background and/or the stories of thriving they shared earlier.</p>
<p>6. End the debrief with "next steps."</p>	<p>Ask: "Based on your new awarenesses from this debrief, what 1-2 experiments could you try in service to your wellbeing?"</p> <p>Review possible "next steps" to follow the debrief:</p> <ul style="list-style-type: none"> • Send the Be Well Lead Well Pulse® Interpretation Manual, if desired. (If time permits, you can also review the contents of this manual during the debrief, possibly even working through a dimension, subcategory, or developmental macro- and micro-shifts with the leader.) • Contract for coaching or other professional support, if appropriate. Or, assist the leader to find other suitable resources, based on their debrief insights. • Discuss how to integrate the leader's debrief insights into a larger learning process they are engaged in, if appropriate, such as a coaching program, leadership development, wellness journey, or culture change work. <p>Thank the leader for being willing to explore thriving in their life and leadership.</p>

PLANNING A STRUCTURED DEBRIEF

STEPS	MY NOTES
<i>1. Build rapport and share a little about the debrief</i>	
<i>2. Provide info about Be Well Lead Well Pulse®</i>	
<i>3. Frame the Be Well Lead Well Pulse® feedback</i>	
<i>4. Learn what thriving means to the leader</i>	
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