

# How to Be a Strategic Partner: 3 Low-Lift Moves

## 1) Document Differently:

- Begin by asking yourself how what you are documenting during training needs activities impact the business on a higher level.
- Create a simple spreadsheet with the following columns:
  - Issue | Departments Affected | Business Impact | Potential Solution
- **For example**, when you hear "We avoid that system because it's too slow,"
  - document it as "System inefficiency affecting [X] departments, estimated [time/cost] impact."

## 2) Intelligence Brief:

- Package your insights into a one-page "Operational Insights Report" to share with your manager. (see Leadership PDF for examples)
- Format:
  - Top 3 patterns you're seeing, business impact of each, and recommended next steps.

## 3) Strategic Access:

- Offer to contribute by sending an email to your manager.
- **Example email**: "I've been tracking some patterns in my stakeholder work that might help with [project/initiative]. Could I share a quick brief at your next planning session?"
- Attach your one-pager as evidence you're bringing value, not just seeking inclusion.