

Meet to Give

The Meet to Give tool encourages cooperative thinking and mutual support within teams

It's a proactive way of identifying others' goals and understanding exactly how you can help them. It can be used for regular check-ins between teams, new working relationships, or providing targeted aid in a particular area or situation.



Meet to Give

When And With Whom Might You Use This Tool?

This tool is a tremendously helpful way to get people thinking about and helping each other with an outward mindset. Use it either as a regular way to keep your team working with an outward mindset and/or as a tool to turn your team outward when they are getting inward. (You can also use this tool individually with other people you affect who are not on your team.)

A key difference between this tool and others such as Impact Check-In is the effort by the person utilizing Meet to Give to identify what they think are the other person's objectives, and to then offer to give very specific help.

How to Use It

List the names of three people (perhaps in this room) whose work is affected by your work.

1. Their objectives. For each person, write down what you think are their key workplace objectives.
2. Ways you make things difficult. For each person, write down ways you have gotten in their way or created difficulty for them—any ways you have made it harder (or failed to make it easier) for them to achieve their objectives, as well as any mistakes or misunderstandings you need to take responsibility for.
3. Changes you can make. For each person, write down one to three things you could do that would be helpful to them (e.g., things you could do more of, less of, or differently; information or resources you could utilize or share differently; new actions you could take; support you could give, etc.).
4. Meet and offer. Meet with the people you have identified and share your answers to items 1–3 above. Get their feedback and agree on a way forward.
5. Get feedback. Get the person's feedback about what you have shared with them. Agree on a plan of action.

PREPARATION

EXECUTION

	1 THEIR OBJECTIVES	2 WAYS I MAKE THINGS DIFFICULT	3 CHANGES I CAN MAKE	4	5 FEEDBACK
PERSON 1				MEET AND OFFER	
PERSON 2					
PERSON 3					

This tool is just one of 50+ situational frameworks and tools available through the Arbinger Institute's robust training programs.

From selecting a new hire to making a key business decision, Arbinger has a tool for any business challenge you face. Get in touch today to learn more about Arbinger's *Outward Leadership*, our leadership development program that changes mindsets and improves organizational performance.

[Chat with an Expert](#)

Meet to Learn

A meeting template to uncover the objectives, needs, and challenges of others

Taking the time to meet with and learn about your coworkers can help you establish stronger working relationships, build trust, and improve communication within your team—all things that are especially valuable as a leader. This can result in a more positive and productive work environment, and ultimately lead to better outcomes for your team and organization.

Arbinger's Meet to Learn tool is designed to help uncover the objectives, needs, and challenges of others. It's a tool for increasing your curiosity that then positions you to be more helpful to those around you. You can use it individually to get to know collaborators, customers, your direct reports, or with groups that your team interacts with regularly.

