



Only Seeing the Big Picture - The Challenge:

“I have a boss who just sees the ‘big picture’. His directives don’t seem to take into account the incredible amount of details necessary to “just get it done”. “

1. Review your Myers Briggs Personality Type to identify what you need to know in order to be comfortable in meeting his expectations. Sensing Types need detail. They want to know what the finished project should look like. Intuitive types are more willing to try something and see if it’s right. Either style can get you into trouble, so plan ahead.
2. Write a quick memo outlining the project as you heard it and adding in some of the details. If your boss is an Intuitive Type, he won’t want to be burdened with too many details, so stick to the most critical.
3. Add in a few questions that he might not have thought of, again keeping to those that must be addressed in order to complete the project.
4. Put a realistic timeline together, taking into consideration what actually needs to be done, not what he thinks needs to be done.
5. Get your team’s buy-in. If you are all in agreement, you will be perceived as a realist, not as someone trying to slow down the system with “unnecessary details”.
6. Know your boss’s reaction style. If he needs time for something to sink in, send it to him and set a time later for discussion. If he likes to receive the information quickly and then move on, set a quick meeting to go over it. It is often helpful to bring the person who will be carrying out most of the action steps into the meeting so that it is clear that this is the entire team’s view.
7. Keep it very positive and come with solutions, not just problems. Make it clear that you certainly can “get it done”, but that you want him to be aware of the steps that must be taken.

Only Seeing the Big Picture Tip:

Presenting issues in a positive light is not the same as “sugar coating”. Realistic, solution oriented communication wins in the long run.