

A lush green forest scene with tall, slender trees. Sunlight filters through the canopy, creating bright rays and dappled light on the forest floor. The ground is covered in green undergrowth and fallen leaves. The overall atmosphere is peaceful and vibrant.

**Welcome
back!**



Designing Executive Skills- based Practices for ESEs

July 1, 2025

Dana Emanuel & Devin Redmond
CA RISE Skills Development Series



Workshop A: Executive Skills

What are ES? Why do they matter? How do they show up in my job?
Set a foundation of Executive Skills knowledge for Pathway 1 or 2

Pathway 1: Career Readiness Curriculum



For ESEs that *do not have* a job readiness curriculum, are unhappy with what they currently have, or are looking for new material to enhance current offerings.

Wednesday 6/4

Workshop 1a: Lived Experience & Career Readiness

Explore the concepts of one's lived experience in relation to career readiness and labor market dynamics. Understand how your personal identity impacts your role as a facilitator

Thursday 6/5

Workshop 1b: Curriculum Deep Dive

Walk through curriculum and its unique components; practice core lessons
+Post-Workshop Coaching

Pathway 2: Executive Skills Implementation

For ESEs that *have* a job readiness curriculum and are looking to shift their culture toward strengths-based, Executive Skills Coaching.



Tuesday 6/17

Workshop 2a: Executive Skills 201: Moving from knowledge into practice

Deepen your ability to use ES to enhance goal achievement for yourself, with your teams, and your ESE employees

Tuesday 7/1

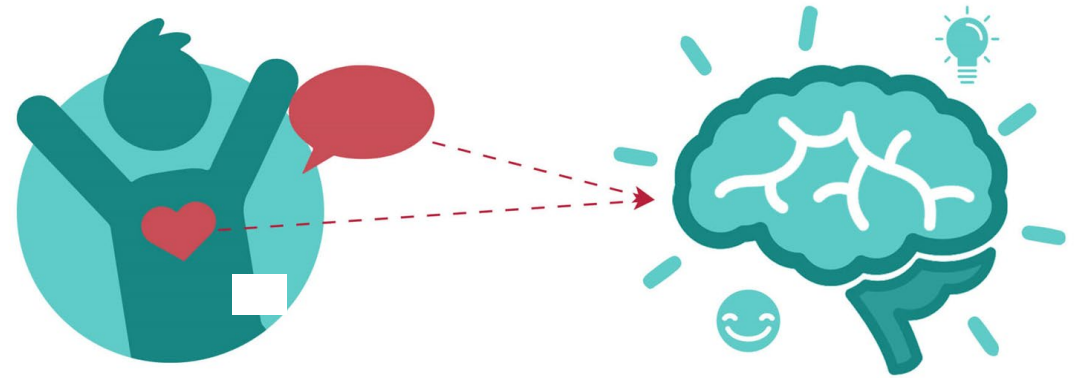
Workshop 2b: Designing Executive Skills-based practices for your ESE

Leverage implementation science to design and sustain Executive Skills-informed practices in your ESE
+Post-Workshop Coaching Wed. 7/9 from 11-12p PT

High-Quality Connection (HQC)

Identify a time you achieved a goal. What contributed to this goal achievement?

- Your own strengths
- People around you
- Tools & equipment
- Resources (financial, temporal)



Workshop Goals

1. Refresh Executive Skills foundation;
2. Understand the Learn, Innovate, Improve (LI²) framework;
3. Design a Road Test (or two) to try a new Executive Skills strategy.



Agenda



Executive Skills refresher

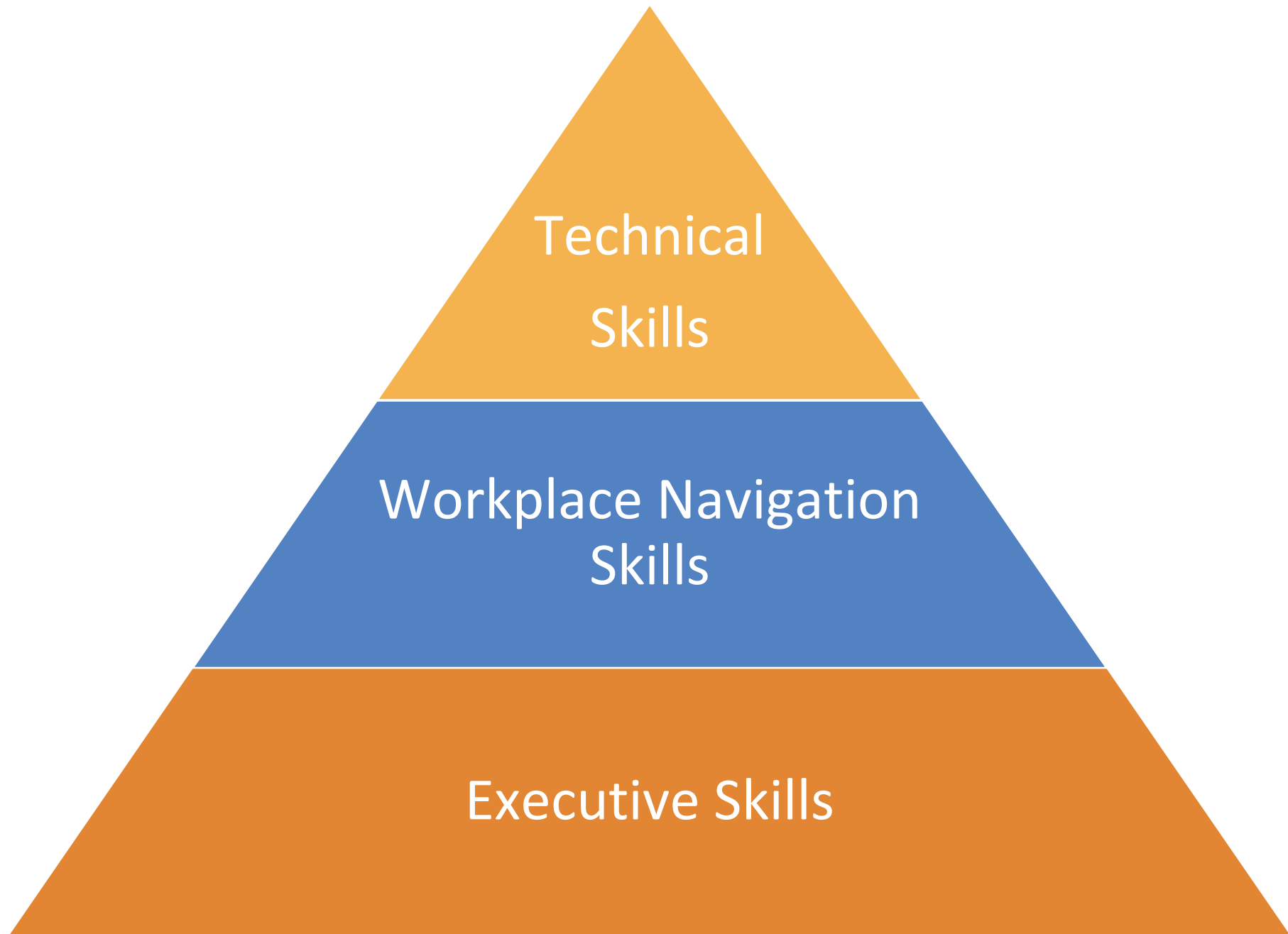
Executive Skills as a Parallel Process

Learn, Innovate, Improve (LI²)

Design a Road Test

Wrap Up





Five Components of Executive Skills for Goal Achievement



“Parallel Process” of Executive Skills in Practice

- Executive Skills in Individuals
- Executive Skills in Teams
- Executive Skills in Leadership
- Executive Skills in the Environment



How We Organize

- Organization
- Time Management
- Planning/Prioritization

How We React

- Response Inhibition
- Flexibility
- Emotional Control
- Stress Tolerance
- Metacognition

How We Get Things Done

- Task Initiation
- Sustained Attention
- Goal-directed Persistence
- Working Memory



Executive Skills → Behaviors



Our Executive Skills are **normal** in the context of our life experiences, institutional barriers we might face, and resources we have.



Strengthening skills and mitigating unhelpful behaviors means we can tackle more and more complex tasks and goals.



A close-up photograph of a network diagram. Several colorful beads (red, blue, green, yellow) are pinned to a white surface with thin metal pins. Brown string is knotted around the pins, connecting them into a web-like structure. The focus is sharp on a blue bead in the foreground, while others are blurred in the background.

Executive Skills Team Profiles

1. What are your common ES strengths & struggles?
2. What is not on your profile?
3. How might that affect your teamwork?

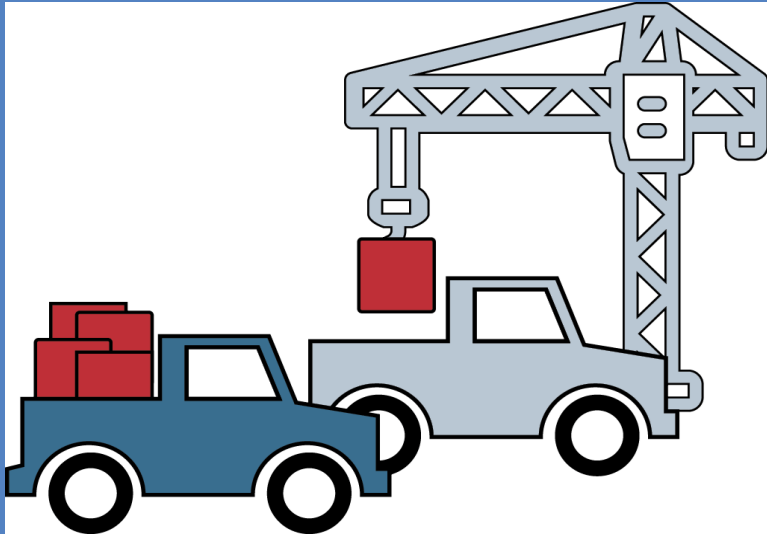


Executive Skills-based Powerful Questions

- What Executive Skill strength did you leverage this week?
- What Executive Skills struggle got in your way?
- You achieved that goal/report/task! What Executive Skills did you use to accomplish that?
- What is creating undue friction in the environment?
- How do you think someone with a strength in [identify ES] would do it?



Environmental Modifications



Reduce stress and friction points by modifying:

- Policies and procedures
- Written materials/documents
- Physical environment
- Technology
- Tasks themselves

...to decrease barriers to goal progression!



How To Properly Wash Your Hands

- 1** **WASH** hands with warm water and soap
- 2** **LATHER** well beyond your wrists
- 3** **WASH ALL SURFACES** thoroughly, including wrists, palms, back of hands, fingers and under finger nails.
- 4** **RUB** hands together for at least 30 seconds (Or sing Happy Birthday twice while washing.)
- 5** **RINSE** thoroughly and dry completely



Goal Tracking



- Short-term SMART Goals that are a “**good fit**” for ES Strengths, timeline, motivation, confidence, and environment
- Help **identify mitigation strategies** for obstacles, nudge progression, and celebrate success
- **Scaffold goals** over time to build muscle, confidence, and motivation for more complex goals



Goals must be a “Good Fit”



...and use Executive Skills strengths AND mitigate for struggles!





Incentives



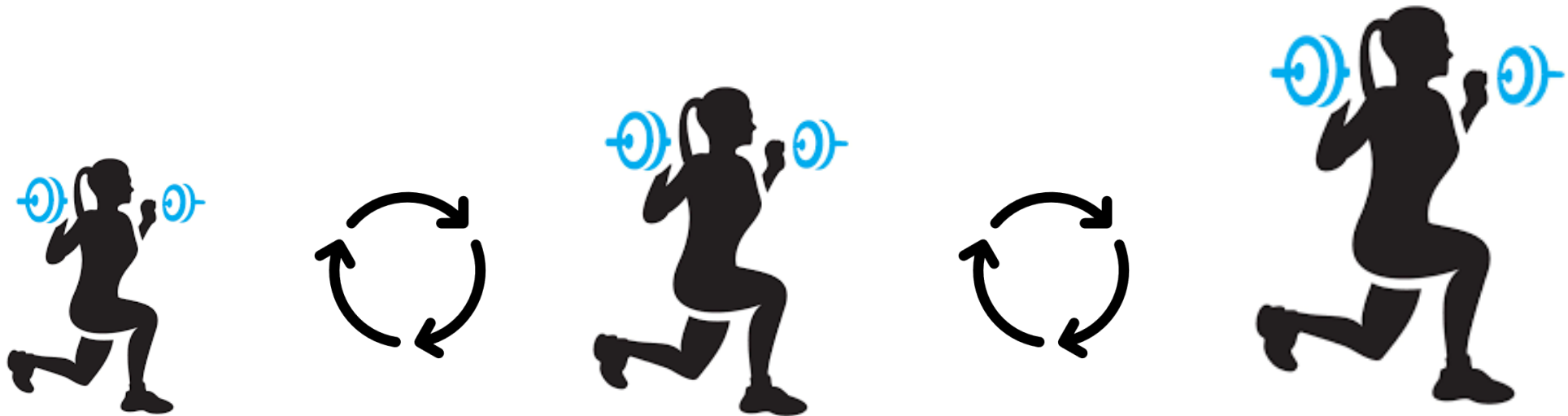
Incentives
nudge towards
and celebrate
goal progression
("you can do it!",
take a break after
5 mins of work, a
tasty treat)

Rewards
acknowledge and
celebrate goal
attainment (party,
public
acknowledgement,
ring a bell)

Core Values Rockstar



Goal Progression Cycles Build Muscle & Momentum



**What
elements
does your ESE
already do –
and do well?**





Learn, Innovate, Improve (LI²)

An implementation science
framework

Michelle Derr, Senior Research Fellow at
Mathematica and Founder, The Adjacent Possible



The LI² Framework

Learn: Scan existing evidence and resources, expand knowledge of Executive Skills, gather champions

Innovate:

- Design new or adapt existing strategies
- Plan how to implement the strategies
- Define success measures (or results)
- Map the change

Improve: Road Test the strategies, adjusting & refining



Requires both sides of the brain!

Precision



Creativity



Innovate Phase: Design a Road Test

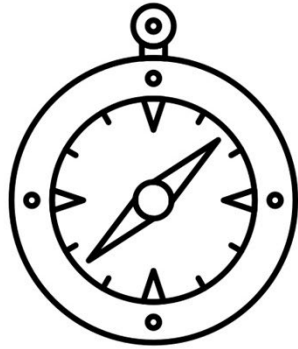
1. Define the strategy:
The THING you want to try
2. Identify method:
HOW you can do that thing consistently well
3. Create alignment
 - Is the strategy logical?
 - Do our strategies and implementation methods address the needs and lead to the targeted results?



What a Road Test Looks Like



Why Conduct Road Tests?



Helps the team head in the right direction—does the practice need to be adapted?



Helps identify and address implementation challenges so you can implement the practice consistently well



Reduces the change fatigue and increases the buy in of key people so that they are on board when you go big



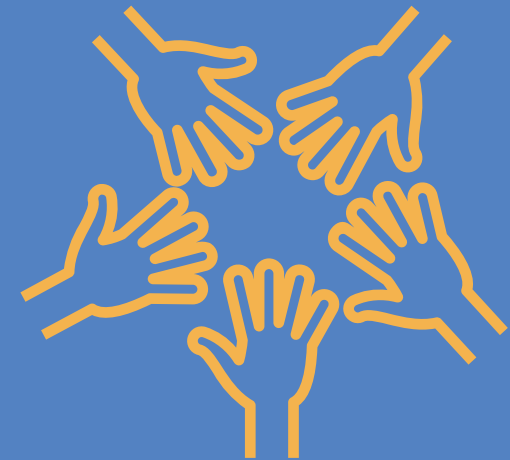
Example: Road Test Design

New Moms' Shopping

Goal	What, who, when, where	What we hope to learn	How we will learn	How we will use the info
<ul style="list-style-type: none">• Reduce participant stress when picking up items• Expand options and choice for participants• Reduce duplication and time for coaches to pack items	<ul style="list-style-type: none">• Staff create online shopping via Google Forms• Participants shop 1x per month with the static Google form link• Staff pack up online orders and deliver by 5th of month	<ul style="list-style-type: none">• Is this new online shopping process feasible & acceptable for staff and participants?	<ul style="list-style-type: none">• Coaches & participants complete short survey• Team discussion• Review shopping data and survey responses weekly	<ul style="list-style-type: none">• Identify how to support staff and participants in shopping• Uncover pain points in shopping / inventory management



Executive Skills in Teambuilding & Collaboration



- Learn each others' ES Profiles
- Build ES Questionnaire and basic ES Knowledge into staff onboarding
- Ask open-ended Powerful Questions

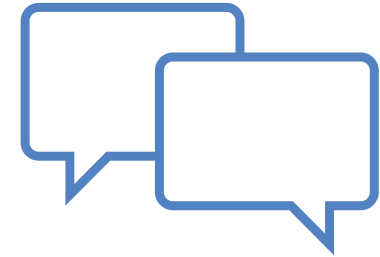
Road Test: ES with Team

1st New Strategy: _____

Goal	What, who, when, where	What we hope to learn	How we will learn	How we will use the info



Breakout Discussion: Share Your Road Test



1. Describe your Road Test: What it is, what is the goal, who will be involved, the duration, and the ways you will know it is (or isn't) working
2. What may get in the way of your Road Test?
3. What ideas does the group have to help you detour or pre-plan for those obstacles?

Executive Skills in Communication, Documents, & Visuals



- Strengths-based
- Visuals with images
- Checklists!
- Written documents:
 - Organize *for readers' priorities*
 - Simplify: shorten, fewer words, more images
 - Reading level appropriate

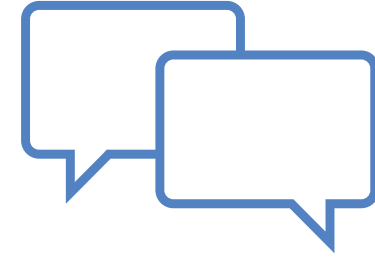
Road Test: ES in Communications/Visuals

2nd New Strategy: _____

Goal	What, who, when, where	What we hope to learn	How we will learn	How we will use the info



Breakout Discussion: Share Your Road Test



1. Describe your Road Test: What it is, what is the goal, who will be involved, the duration, and the ways you will know it is (or isn't) working
2. What may get in the way of your Road Test?
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Executive Skills in Celebration & Ritual

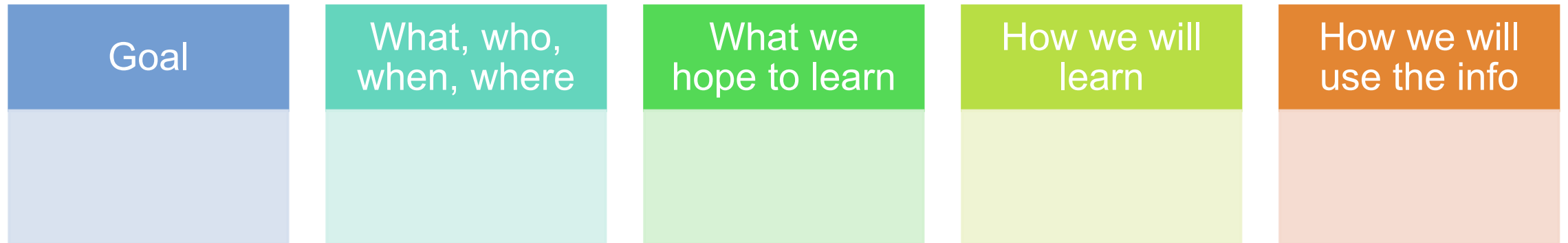


- Public acknowledgement that connects the celebration and the effort & Executive Skills
- Build rituals (daily, weekly, beginnings/ending)
- Incorporate play!



Road Test: ES in Celebration & Ritual

3rd New Strategy: _____



Improve Phase: Road Test the Strategies

1. Define a plan to test the strategy
2. Implement the strategy, implementation methods, and execute the test
3. Reflect and revise using evidence





Next Steps

Mark your calendars: 1:1
Coaching session next
Wednesday, July 9th from 11a-
12p PT

Complete Feedback Survey:
<https://bit.ly/OptionalWorkshops>





You Matter