

Meetings (and what they say about your leadership)

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Declaration for Rafik Bedair

I have no financial interests or relationships to disclose with regard to the subject matter of this presentation.



Northern Care Alliance
NHS Foundation Trust

It's easy to hate meetings!

CARE
APPRECIATE
INSPIRE

Be the difference.

It's easy to hate meetings!



Pause... Think

- Do you need a meeting?
- What is the meeting for?
- Where does the meeting sit (yes- it's about governance)?

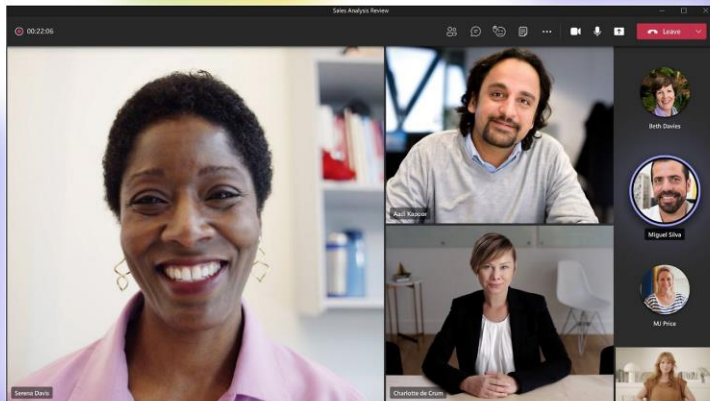
Leadership Insight

- Meetings- a means, not an end
- Respect your team's time:
 - Don't have a meeting if it's not needed

The basics

- Agenda
- Papers
- Actions
- Support or Admin

In-person vs Virtual



CARE
APPRECIATE
INSPIRE

Meetings as part of workflow

- Clear on:
 - What's it for?
 - Why do I need to be there?
 - How do I prepare?
 - What's next?
 - What value does it add?

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 - Prepare & follow-up

The softer side...

- Chairing skills
- Inclusion
- Conflict

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 - Prepare & follow-up
- Facilitation is an art

Meetings Reflect Leadership

- Your meetings say a lot about your leadership.
- **Preparation** shows you value your team's time.
- **Facilitation** reflects your emotional intelligence and ability to create an inclusive space.
- **Follow-through** demonstrates your accountability and reliability.
- Great leaders don't just run meetings—they inspire trust through the way they approach them. And trust, as we know, is the foundation of effective leadership.”

Leadership Insight

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- Respect your team's time:
 - Don't have a meeting if it's not needed
 - Prepare & follow-up
- Facilitation is key
- Build trust

Summary

"Leadership isn't about controlling the room; it's about empowering the team to achieve more together. Your meetings are your canvas—use them to paint a picture of the leader you aspire to be."

Thank you- and over to you!