

# “JOB TO BE DONE” ANALYZER



Answer the following questions to determine your team’s purpose.

Who are your team’s most important customers (internal or external)?

What are they hiring your product or service to do?

What aspects of your product or service may be unnecessary or even annoying to your customers?

What is your product or service not providing that you think it should?

# “STRATEGIC LINK” ANALYZER



Answer the following questions to determine your team’s strategic link to the organization.

What is your organization’s mission and strategy?

What are your boss’s most important goals?

How does your team directly support the two preceding questions?

# “MONEY-MAKING MODEL” ANALYZER



The table below explains the five building blocks of the money-making model for a for-profit business.

Answer the questions on the following page to determine how your team impacts the money-making model of the organization.

BUILDING BLOCK	DEFINITION
CASH	Cash is money in the bank. Cash flow is the difference between all the money that flows in and all the money that flows out in a given time period.
MARGIN	Margin is the money left over after paying expenses. To improve margin, increase revenue, decrease costs, or both.
VELOCITY	Velocity means speed—how fast and how hard you make your assets work to make more money. Decreasing cycle time, increasing inventory turnover, and increasing employee productivity are examples of velocity.
GROWTH	Growth measures whether the organization is producing more or getting larger. Growth must be profitable and sustainable.
CUSTOMERS	Customers are the organizations or people your team is in business to serve. How well you serve customers will directly impact growth, cash flow, and margins.

# "MONEY-MAKING MODEL" ANALYZER



In the left-hand column, identify the top two building blocks you impact the most. In the right-hand column, detail how you impact these building blocks. Be specific. Use examples.

Building Block 1

How does your team impact this building block?

Building Block 2

How does your team impact this building block?

# “RESOURCE-GENERATION MODEL” ANALYZER



The table below explains the five building blocks of the resource-generation model for a nonprofit organization.

BUILDING BLOCK	DEFINITION
BUDGET	Budget is the amount of appropriated resources needed to operate your team. It is also the ability to effectively maintain those resources and garner additional funds.
RESOURCE STEWARDSHIP	Resource stewardship is how your team’s resources are prioritized and distributed to the most important mission areas of the organization.
VELOCITY	Velocity is the rate of improvement in how efficiently you use your resources.
PERFORMANCE	Performance is the impact your team’s resources have on the organization’s mission.
CUSTOMERS	Customers are the stakeholders or organizations your team serves and whose satisfaction justifies the resources you receive.

# “RESOURCE-GENERATION MODEL” ANALYZER



In the left-hand column, identify the top two building blocks you impact the most. In the right-hand column, detail how you impact these building blocks. Be specific. Use examples.

Building Block 1

How does your team impact this building block?

Building Block 2

How does your team impact this building block?

# TEAM PURPOSE STATEMENT

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Use this tool to clarify your team's purpose.

We serve \_\_\_\_\_ (key customers)

by \_\_\_\_\_

\_\_\_\_\_ (job to be done)

to help them achieve \_\_\_\_\_

\_\_\_\_\_ (desired results).

By doing this, we help our organization achieve \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ (mission, values) and drive our

organization's financial/resource model through \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ (meeting budgets, cutting costs,

growing revenues, increasing donations, managing resources).