If someone has sent you this: they'd like to talk with you about what AI is changing in your work, including the parts that might be uncomfortable, and they'd like to hear your view as well as give theirs. Tick what you've done, and talk about the rest.

What AI changes in our work

Tick it on your own, or each of you separately and then compare.

What has changed already

- [ ] **You've each listed the tasks AI already helps with in your work.**
  Separately, then compared.
- [ ] **You've each said what got better and what got worse.**
  Both usually happen.
- [ ] **You've named any work that has got smaller.**
  Saying it is easier than everyone noticing it and nobody mentioning it.

What might change next

- [ ] **You've talked about which tasks might change in the next two years.**
  Tasks, not job titles.
- [ ] **The person who runs the business has said what that would mean.**
  For the role and for the person in it, as far as they know.
- [ ] **You've talked about what work would grow.**
  Work that changes usually makes room for something.
- [ ] **You've said which parts of your work you'd least want AI to take on.**
  And why.

Keeping the conversation going

- [ ] **You've agreed how either of you raises it again.**
  So it doesn't wait for a problem.
- [ ] **You've agreed what would be said to other people, and when.**
  So nobody hears it second-hand.
- [ ] **There's a date for the next conversation.**
  Three months is usually soon enough to see what changed.

Why these points are important

Most people whose work is changing because of AI notice it before anyone says anything. In my experience the silence worries people more than the change does, because they fill it with their own version.

What people usually want to know

- Whether their role will still exist.
- What they'd be doing instead.
- Whether their experience still counts.
- Who decides.
- When they'd be told.

Not every question has an answer yet. Saying which ones don't is still an answer.

Why separately first

If the person who runs the business speaks first, others tend to answer to fit. Writing it down separately shows what each person actually thinks.

What I'd do first

I'd start one to one, with the person whose work has changed most, and ask what they've noticed before saying anything about what I'd planned.

When you're the one it's been sent to

It helps to say what you've noticed in your own work, and what you'd want to know. A question asked now is usually easier to answer than one that has waited.



WHERE COACHING FITS

People at this point often use coaching to prepare for conversations about roles that are changing, and to be clear about what they can honestly say before they say it. I won't tell you what to decide about anyone's role. I'll ask the questions that show what you're ready to say and what you're still avoiding.

What to look for in any coach
simonbowen.com/guides/choosing-a-coach

A free first conversation
simonbowen.com/enquire/?moment=scaling