

ROLE CLARITY CANVAS

Make outcomes, authority, and working relationships explicit.

01

DEFINE THE ROLE

ROLE PURPOSE

Why does this role exist for the team or customer?

CORE OUTCOMES

Which results should this role reliably create?

SUCCESS MEASURES

How will you know the role is working well?

EXPLICITLY OUT OF SCOPE

What reasonable-looking work does this role not own?

02

DEFINE AUTHORITY

DECISIONS THIS ROLE OWNS

Which calls can this role make?

DECISIONS IT INFLUENCES

Where is this role's input required but not final?

APPROVALS REQUIRED

Which commitments require approval, and from whom?

ESCALATION TRIGGERS

What risk, cost, delay, or conflict should be escalated?

03

DEFINE INTERFACES

KEY DEPENDENCIES

Which people or teams does this role depend on?

INPUTS THIS ROLE NEEDS

What must arrive, from whom, and by when?

HANDOFFS THIS ROLE OWES

What must this role provide to others?

AGREEMENTS AND REVIEW

How will you work together, and when will you revisit this canvas?
