



THE LEADERSHIP⁺ TRAINING WORKSHOP



Reflection Worksheet – 2021/2022

1. What's working well for you?

Praise your progress in the past 12 months. List your successes and areas you are happy with currently

2. What's not working so well for you?

Make a list of areas that have not gone so well, you are not happy with or you know need addressing

3. What has been your biggest learning during 2021?

How will this change things moving forwards?



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4. What would you score yourself out of 10 for 'Success'?

(What has been achieved and where you are now in terms of results)

How could you take this closer to 10?

5. What would you score yourself out of 10 for 'Fulfilment'?

(How you feel about your role? Does it feel rewarding and have a purpose you relate to both personally and professionally?)

How could you take this closer to 10?

6. How 'Happy' are you now out of 10?

(How do you feel about your life and work on a regular basis?)

How could you take this closer to 10?

7. What skill(s) do you most want to develop or improve this year?

A leadership skill, technical skill or otherwise



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8. What is one habit that does not serve you and you should stop?
(for example - over use of email, not having enough time with people)

9. What is one habit that you could introduce to make a significant impact?
(for example – planning your week ahead, implementing a routine to start the day)

10. Relationships

With whom do you have relationship difficulties? – senior, peer, team person

What do you plan to do to improve this?

11. People and positions

Which people do you need to move, remove or recruit?



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12. What holds you back in the way you think? How will you shift this?

13. What are the most important changes you need to make this year?

14. What area of your work is it most important to delegate or outsource?

15. What are the biggest challenges in the year ahead? How will you address these?

16. What are the biggest opportunities in the year ahead? What could stop you taking them?



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17. What would an excellent end of year look like?

Define this as your 'True North' for 2022 both personally and professionally

18. What are your top 5 goals professionally this year?

19. What are your top 5 goals personally this year?



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20. What are the most important projects and priorities for 2022?

21. What new performance measures do you need to put in place?

(For example – marketing measures, sales conversion, number of testimonials)



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High level view of your leadership role and your team:

Answer first how you would rate each of these areas out of 10 and then what you feel you need to do to move this closer to a 9 or 10:

Your development and growth in your role: __

Clarity in terms of your direction and where you are going: __

People leadership and communication skills: __

Planning, time management and organisation: __

Team/Company culture and behaviour: __

Your reputation and how people see you internally/externally: __

Systems and measures to support and monitor your performance: __

The quality of the service you/your team provide: __



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Your next step:

If you would like support with your number one blocker or challenge, take up the opportunity of a complimentary 30 minute 'Leadership Diagnostic Call' with me.

Book your preferred timeslot here - <https://calendly.com/tony-119/leadership-diagnostic-call>

Or contact me on

<https://www.linkedin.com/in/tonybrooks63>

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Let's have 30 minutes to give you the best start to 2022 possible!