

Challenge Yourself

Application Packet



Climb One: Lead Self



Challenge

Challenge Yourself

Action Assignment



Great leadership does not just happen. It takes continual and dedicated effort. It requires that you challenge yourself.

Challenging yourself means taking ownership for, and continually improving your **PERFORMANCE** and **SATISFACTION** as a leader.

It's all about continually challenging yourself to get better.



This action assignment will help you challenge yourself to get better. First, it will help you **REFLECT BACK** on and account for what you have learned and accomplished so far in **Leading Self**.

Next, it will help you **FOCUS FORWARD** to identify, discuss, and implement one or two things that you know will help you increase your performance and satisfaction as a leader going forward.

Let's get started on this action assignment!



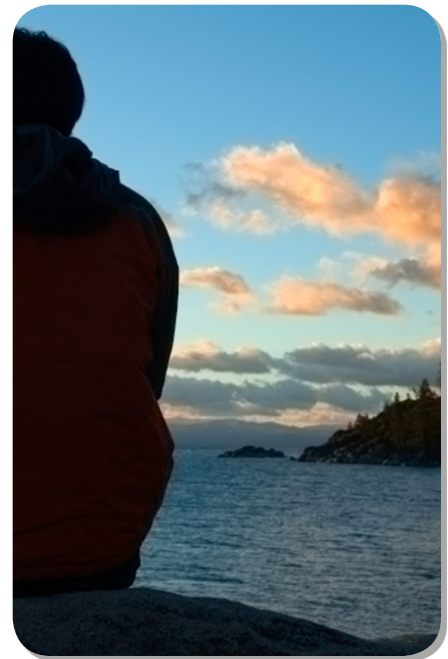
Reflect

part 1

Reflect Back

Take time to reflect back on what you have recently learned regarding yourself and your role as a leader. Use the Learn & Return Worksheet provided to organize your thoughts. Prepare to share your thoughts with your coach.

1. Use the worksheet on the following page to reflect back and record what you have learned recently as a leader.
2. First, record what you have **LEARNED** as a leader.
3. Next, record how you have **APPLIED** what you have learned.
4. Finally, record what has been – or will be – the **IMPACT** on your **PERFORMANCE** or **SATISFACTION** as a leader.
5. You may want to discuss your Learn & Return Worksheet with your coach and/or manager.



As I reflect back, what have I learned as a leader?

Learn & Return Lessons Learned

Worksheet

What significant lessons have I learned and applied?

Lessons I Have Learned
What significant lessons have I learned about myself and my role as a leader?

What I Have Applied
How have I applied what I have learned?
How will I apply what I have learned?

The Value Gained
What impact has this had on my PERFORMANCE and SATISFACTION as a leader?

Lesson 1

Lesson 2

Lesson 3

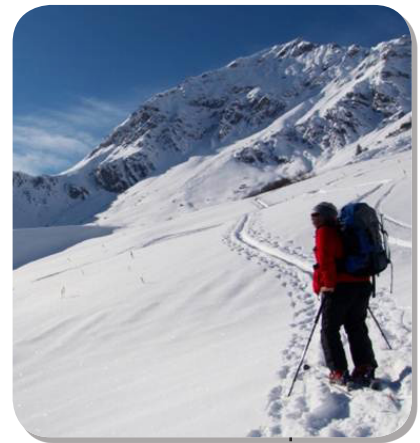
Focus **part 2**

Focus Forward

Take time to plan and discuss a few items that you feel you should focus on over the next several months to increase your performance and satisfaction as a leader.

Use a separate copy of the worksheet on the following page to plan out each challenge you wish to set for yourself. Plan specific actions you will take to improve your PERFORMANCE and SATISFACTION as a leader.

1. First, record the challenge NAME and describe WHAT it is you want to accomplish.
2. Next, describe both the CURRENT SITUATION and the DESIRED SITUATION. The desired situation may be written as a SMART goal.
3. Make a plan for accomplishing the challenge. List the specific ACTIONS you will take. List the RESOURCES you will need. Then set a TARGET DATE for completion.
4. DISCUSS your plan with your COACH. Use the Coach Discussion Tool.
5. Make it happen. DO what is on you plan. Work through the resistance and hold yourself accountable for success.



What few things will I challenge myself to improve as I focus forward?

Focus Forward Challenge

Worksheet

Focus Forward Challenge

Challenge Name:

Date:

Current Situation

Desired Situation

Specific Actions

Resources

Target Date

Specific Actions	Resources	Target Date

Discussion

part 3

Coach Discussion

Discuss with your coach what you have recently learned regarding yourself and your role as a leader. Gain insight, direction, and support from your coach as you focus forward on additional learning and development.

1. Use the Coach Discussion Template to plan and conduct a development discussion with your coach.
2. Set a time in advance for the discussion. Ideally, the discussion will be face-to-face. If your situation does not allow for that, then use the next best means (conference call, web meeting, etc.).
3. Refer to the Learn and Return Tool and Focus Forward Tool as supplemental information for the discussion. Have copies ready for your coach.
4. Follow the discussion tips on the Coach Discussion Tool. Be ready to answer the following questions:
 - What have you have learned recently about yourself as a leader and about your role as a leader?
 - What are you doing differently as a result of what you have learned?
 - What are your top improvement goals? How are you going to challenge yourself next? What will be your focus?



How can my coach best help me?

Coach

Discuss

Discussion

Template

Coach Discussion

Coach:

Date:

Primary PURPOSE of the discussion.

Key TOPICS to address.

Discussion Guide

Discussion Notes

Opening

- Thank your coach for meeting with you.
- Review and agree on the purpose and agenda for the discussion.

Report on Learning

- Report to your coach on your most significant lessons learned. Refer to the Learn & Return Tool.
- Allow your coach to respond – listen to the insights and feedback provided.

Focus Forward

- Share with your coach wish to focus your learning going forward. Refer to the Focus Forward Tool.
- Allow your coach to respond. Remember that feedback is a gift.
- Discuss specific steps and ideas for accomplishing your goal.
- Listen to the guidance from your coach.

Close

- Finalize your plan and commit to your coach what you will do.
- Set a follow-up date.
- Thank your coach again.

Notes

My Notes and Ideas

A large, empty rectangular box with a thick gray border, intended for writing notes and ideas. A dashed line connects the top of the box to the title 'My Notes and Ideas'.

Five Climbs Support

Five Climbs is provided by
Learning Point Group

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