

# EXECUTIVE GROWTH WORKBOOK

A structured reflection for capable leaders ready to make more intentional decisions about how they lead and where they contribute most.

INTO THE  
SHADE  
COACHING

For smart people ready to stop spinning.

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A short reflection to strengthen how you lead, prioritize, and deliver results.



## Section 1: Where are you operating now?

Your role is NOT to do everything—it is to ensure the right things get done.



- What are 3 things that no one else can do to accelerate results / move the business forward?
- Which type of work feels easiest and most effective?
- Where are you already operating beyond your strengths?
- What are you doing that feels productive but isn't actually your role anymore?

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## Action Plan:

<b>One responsibility you will move off your plate this week:</b>	<b>Who does it move to?</b>	<b>What does success look like on this task after the move?</b>	<b>How should this shift be communicated?</b>

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## Section 2: Are you leading or reacting?

Not everything urgent is important. Not everything loud deserves your time.



- What drove your priorities this week—strategy or noise?
- Where did you shift focus because something felt urgent?
- What didn't get done that actually mattered most?
- Where are you allowing others to set your agenda?

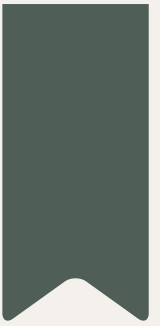
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## Audit Exercise:

Top 3 Priorities in the next 10 days	What is your specific role in the priority?	Strategic Impact? (High, Med, Low)



## Section 3: Creating clarity or assuming it?

Strong executives don't wait for clarity—they create it.



- What decisions are you making based on assumptions?
- Where do you need clearer direction/input from another source? Who is that source?
- What have you been “figuring out on your own” that could be aligned faster? (Or, who on your team has been figuring it out on their own?)
- What conversation have you been avoiding?

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## Action Plan:

One conversation you need to have this week?	What do you need to walk away knowing/deciding?	How will this move the business forward?

**YOUR NEXT LEVEL OF LEADERSHIP IS ALREADY  
VISIBLE IN HOW YOU  
THINK, DECIDE, AND CONTRIBUTE.  
CHOOSE WHERE TO EXTEND  
YOUR IMPACT NEXT.**

You don't need a perfect plan. You need enough clarity to move.  
If you're ready to build this into something sustainable,  
I'd be honored to work with you.

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