

## THE WHOLE JOB REFLECTION WORKSHEET & DEVELOPMENT PLAN

**Purpose:** To identify my professional development priorities and create a focus for my growth and learning as a leader.

**Learning:** Set aside 5 minutes to read *Applied Wisdom for the Nonprofit Sector's* two-page insight chapter titled: **The Whole Job**.

**Activity:** Consider the questions below related to your growth and development.

Your Name: \_\_\_\_\_ Today's Date \_\_\_\_\_

**I have a role as a contributor and leader in my daily life and work.  
I can increase my potential and will intentionally make progress by developing my abilities.**

1. In reading this chapter, I was struck by... I learned... or I understood in a new way...
2. In thinking about my own development, I will embrace the notion of doing **The Whole Job** because I believe I/our organization will be better able to...

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3. I see this as a growth opportunity for me as a leader because...
4. By supporting and promoting the concept of doing **The Whole Job**, I believe I/our organization will be better able to...
5. Working on this will be a challenge for me because...

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6. I will measure my own progress by...

7. When I am successful, I will feel...

I will review this list again quarterly to hold myself accountable for increasing my awareness, assessing my progress and reflecting on where I have improved and where I have a need or desire to grow more.

*(Establish quarterly review dates below and calendar them as well to revisit your progress and success)*

Quarter 1 review date: \_\_\_\_\_

Quarter 2 review date: \_\_\_\_\_

Quarter 3 review date: \_\_\_\_\_

Quarter 4 review date: \_\_\_\_\_

*Thank you to Jill Blair, Strategy & Organizational Consultant, for permission to adapt this tool.*