# Your Plan

# For effective Leadership

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# What's Your Personality Type?

Use the questions on the outside of the chart to determine the four letters of your Myers-Briggs type. For each pair of letters, choose the side that seems most natural to you, even if you don't agree with every description.

### 1. Are you outwardly or inwardly focused? If you:

- Could be described as talkative, outgoing
- Like to be in a fast-paced environment
- Tend to work out ideas with others, think out loud
- · Enjoy being the center of attention

then you prefer

Extraversion

- Could be described as reserved, private
- Prefer a slower pace with time for contemplation
- Tend to think things through inside your head
- Would rather observe than be the center of attention

then you prefer

Introversion

## Responsible, sincere,

analytical, reserved, Hardworking and trustworthy with sound practical judgment.

Outgoing, realistic,

action-oriented, curious

versatile, spontaneous.

Pragmatic problem

solvers and skillful

negotiators.

Efficient, outgoing,

analytical, systematic

dependable, realistic.

ike to run the show and

get things done in an

orderly fashion.

Action-oriented, logical, analytical, spontaneous, reserved, independent. Enjoy adventure, skilled at understanding how mechanical things work

### Warm, considerate, gentle, responsible, pragmatic, thorough Devoted caretakers who enjoy being helpful to

Idealistic, organized, nsightful, dependable assionate, gentle. Seek harmony and cooperation, enjoy ntellectual stimulation.

Sensitive, creative, idealistic, perceptive, aring, loyal. Value inner harmony and personal growth, focus on dreams and possibilities.

Intellectual, logical, precise, reserved, flexible, imaginative. Original thinkers who enjoy speculation and creative problem solving.

novative, independent

strategic, logical, reserved, insightful.

Driven by their own

original ideas to achieve

improvements.

### 3. How do you prefer to make decisions? If you:

- Make decisions in an impersonal way, using logical reasoning
- Value justice, fairness
- Enjoy finding the flaws in an argument
- Could be described as reasonable, level-headed

then you prefer

Thinking

- Base your decisions on personal values and how your actions affect others
- Value harmony, forgiveness
- Like to please others and point out the best in people
- Could be described as warm, empathetic

then you prefer

Feeling

### **2.** How do you prefer to take in information? If you:

- Focus on the reality of how things are
- · Pay attention to concrete facts and details
- · Prefer ideas that have practical applications
- Like to describe things in a specific, literal way

then you prefer

Sensing

- Imagine the possibilities of how things could be
- Notice the big picture, see how everything connects
- Enjoy ideas and concepts for their own sake
- Like to describe things in a figurative, poetic way

then you prefer

Ν Intuition

Gentle, sensitive,

nurturing, helpful,

flexible, realistic. Seek to

create a personal

nvironment that is both

beautiful and practical.

Playful, enthusiastic, friendly, spontaneous, tactful, flexible. Have strong common sense. enjoy helping people in tangible ways.

Friendly, outgoing,

reliable, conscientious

organized, practical. Seel

to be helpful and please

others, enjoy being

active and productive

Enthusiastic, creative

upportive, playful. Value

inspiration, enjoy

starting new projects,

see potential in others

Caring, enthusiastic. idealistic, organized, liplomatic, responsible Skilled communicators who value connection

strategic, enterprising Enjoy new ideas and challenges, value inspiration.

Strategic, logical, efficient, outgoing, Effective organizers of people and long-range

### 4. How do you prefer to live your outer life? If you:

- Prefer to have matters settled
- Think rules and deadlines should be respected
- Prefer to have detailed, step-by-step instructions
- Make plans, want to know what you're getting into

then you prefer

Judaina

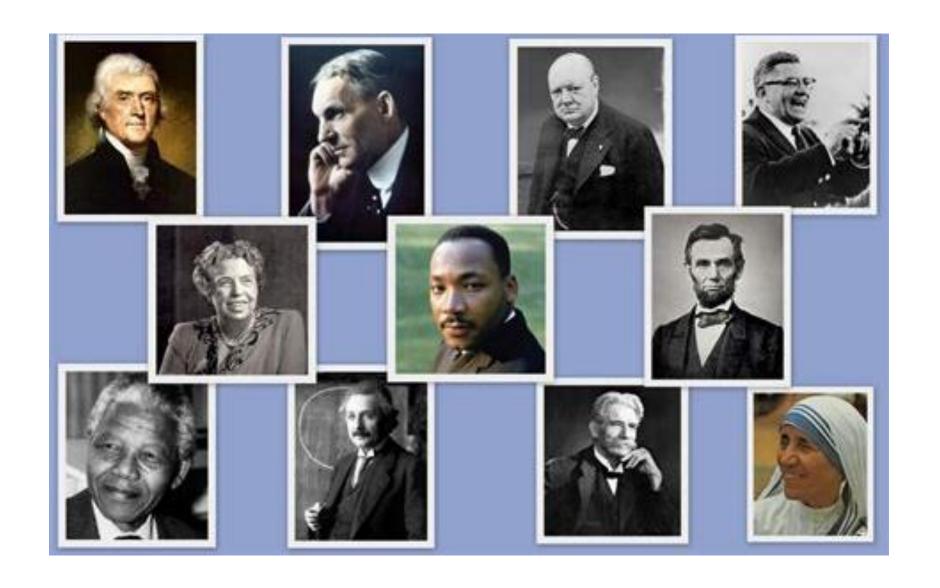
- Prefer to leave your options
- See rules and deadlines as flexible
- Like to improvise and make things up as you go
- Are spontaneous, enjoy surprises and new situations

then you prefer

Perceiving

https://www.16personalities.com/free-personality-test









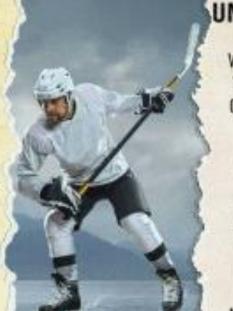


acceptance honesty kindness CORE VALUES



## SUCCESSFUL

Read every day
Talk about ideas
Compliment
Embrace change
Forgive others
Learn constantly
Accept responsibility
for their failures
Have a sense of
gratitude
Set goals and
develop life plans
Set a budget
Save money wisely



## UNSUCCESSFUL

Vatch TV every day
Talk about people
Complain, criticize
Fear change
Hold grudges
Are know-it-alls
Blame others
for their failures
Have a sense of
entitlement
Never set goals
just wing it
Never set a budget
Spend money rashly







## LIST OF CORE VALUES

Authenticity Achievement Adventure Authority Autonomy Balance Beauty Boldness Compassion Challenge Citizenship Community Competency Contribution

Creativity Curiosity Determination Fairness Faith Fame Friendships Fun Growth Happiness Honesty Humor Influence Inner Harmony

Justice Kindness Knowledge Leadership Learning Love Loyalty Meaning Openness Optimism Peace Pleasure Poise Popularity

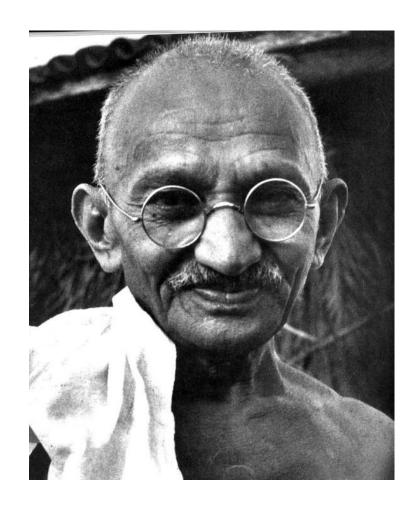
Recognition Religion Reputation Respect Responsibility Security Service Spirituality Stability Success Status Trustworthiness Wealth Wisdom





"Your beliefs become your thoughts. Your thoughts become your words. Your words become your actions. Your actions become your habits. Your habits become your values. Your values become your destiny."

Mahatma Ghandi



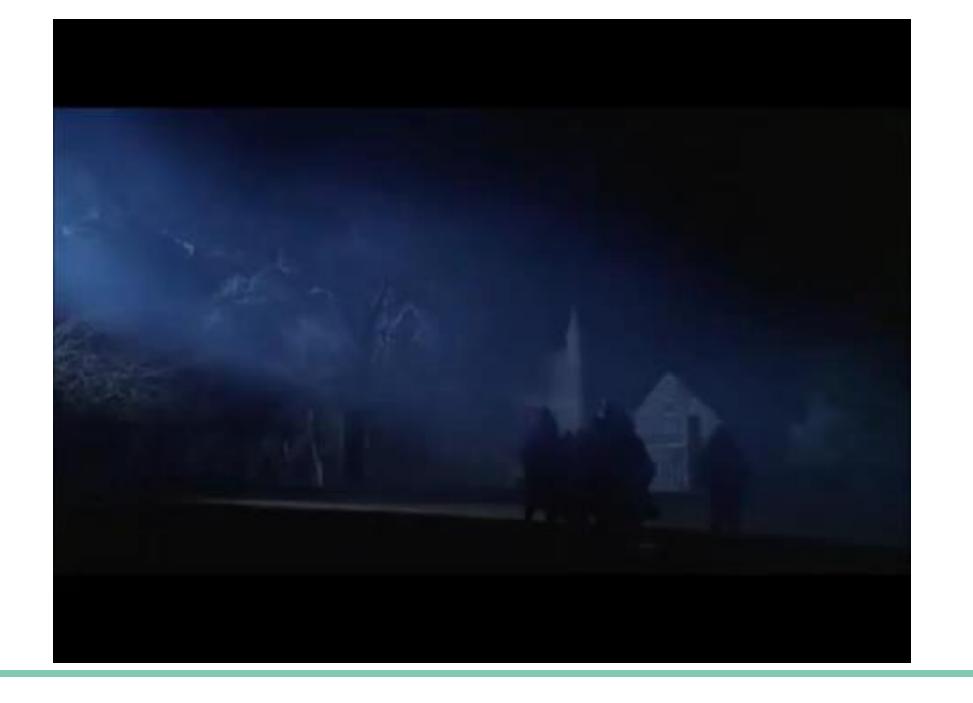




Courage is what it takes to stand up and speak; courage is also what it takes to sit down and listen.

(Winston Churchill)







# I'm SOOOO BUSYK

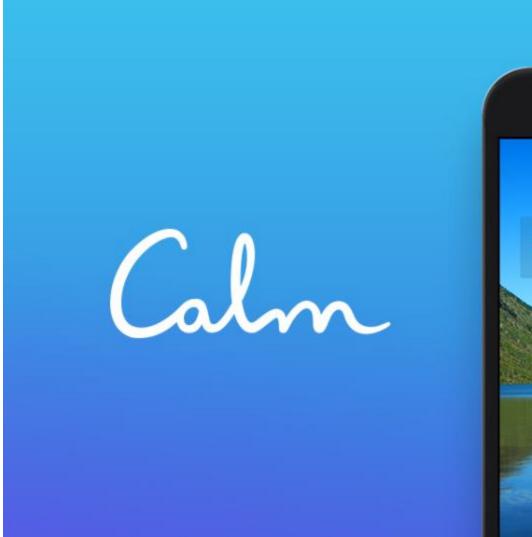






GMT-08	Sun 1/22	Mon 1/23	Tue 1/24	Wed 1/25	Thu 1/26	Fri 1/27	Sat 1/28
	8-9 Morning Routine 9-11 Family Activity Time	7:30 – 8:30 Morning Routine 8:30 – 11 Most Important Tasks	7:30 – 8:30 Morning Routine 8:30 – 11 Most Important Tasks	7:30 – 8:30 Morning Routine 8:30 - Chiropractor 9 – 11:30 Most Important Tasks	7:30 – 8:30 Morning Routine 8:30 – 11 Most Important Tasks	7:30 – 8:30 Morning Routine 8:30 – 11 Most Important Tasks	7:30 – 8:30 Morning Routine 8:30 – 1p Family Activity Time
10am				Most important lasks			
11am	11 – 1p Free Time	11 – 12p Email Responses	11 – 12p Email Responses	11:30 - Email Response	11 – 12p Email Responses	11 – 12p Reading	
12pm		12p – 1p Healthy Lunch	12p - 1p Healthy Lunch	12p - 1p Healthy Lunch	12p - 1p Healthy Lunch	12p - 1p Healthy Lunch	
1pm	1p - 2p Healthy Lunch	1p - 3p Research Tasks	1p - 3p Special Project	1p - 2:30p Planning Time	1p - 3p Follow Ups	1p - 2p Walking phone calls	1p - 2p Healthy Lunch
2pm	2p - 3:30p Errands			2:30p - 4:30p Errands		2p - 5p Special Project	2p – 5p Free Time
3pm	3:30p - 4:30p	3p - 4p Walking phone calls	3p - 4p Meeting	Errands	3p - 4p Meeting		
4pm	Grocery Shopping 4:30p - 6p	4p - 5p Planning Time	4p - 5p Planning Time	4:30p – 5:30p Mid-Week Meal Prep	4p - 5p Research Tasks		
5pm	Weekly Meal Prep	5p – 6p Delicous Dinner	5p – 6p Delicous Dinner	Mid-Week Meal Prep 5:30p - 6:30p Delicous Dinner	5p – 6p Delicous Dinner	5p - 6p Delicous Dinner	5p - 7:30p Friends over
6pm	6p – 7p Delicous Dinner	6p – 7p Neighbourhood Waik	6:30p - 7:30p	6:30p - 7:30p Family Time	6:30p - 7:30p	6p - 7:30p Date Night	
7pm	7p - Weekly Review	7p - Reading	Swimming	Family Time	Swimming		













Americans check their phone once every...

## 12 minutes

burying their heads in their phones 80 times a day



1 in 10

check their phones once every 4 minutes

## 4 hours

is the longest the average person is prepared to go before the need to check their phone becomes too much





Be mindful of your Self-Talk. It's a conversation with the Universe.

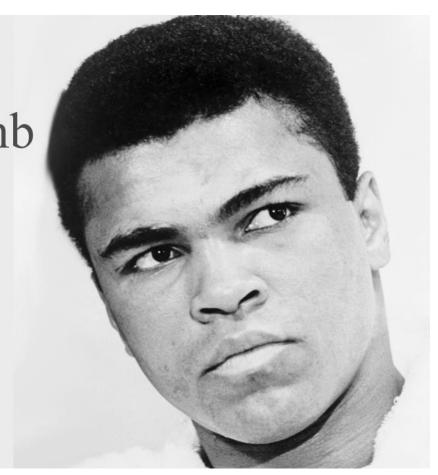
David James Lees





It isn't the mountains ahead to climb that wear you out; it's the pebble in your shoe.

Muhammad Ali





SOMETIMES YOU HAVE TO STOP **WORRYING**, WONDERING, AND **DOUBTING AND JUST HAVE FAITH** THAT THINGS WILL WORK OUT.







# **ACTION PLAN**

Room:		Period:		
OBJECTIVES (List of Goals)	TASKS (what you need to do to achieve the goals)	SUCCESS CRITERIA (how you will identify your success)	TIME FRAME (by when you need to complete the tasks)	RESOURCES (what or who can help you complete tasks)









Oprah Winfrey Founder of Own, The Oprah Winfrey Network

"To be a teacher. And to be known for inspiring my students to be more than they thought they could be."



Judge nothing, you will be happy. Forgive everything, you will be happier. Love everything, you will be happiest.



# **Self-less**

## adjective

1. concerned more with the needs and wishes of others than with one's own; unselfish.



"Some people spend their life complaining about what they haven't got or getting more than they need they never seem to enjoy what they have."

Robert Guillaume























"Some of our best living is done through the people we leave behind."

Della Reese





# Top 20 For Developing Your Leadership Plan

- 1. Most important leadership skill is knowing who you are. 12.
- 2. What is your personality type?
- 3. Be open to feedback and criticism.
- 4. Define what makes a great leader.
- 5. Who inspires you and why?
- 6. What are your core values?
- 7. Words matter omit "very", "try" and "busy".
- 8. Block your schedule.
- 9. Color code your schedule for organization.
- 10. Find something that gives you a moment to take a breath.
- 11. Take the email and phone challenge...move it or delete 20. it.

- Negative self-talk...is it really helping you? No, confront it and let it go.
- 13. Know what gives you energy and what takes it away.
- 14. Allow for daily self-reflection/self-learning.
- 15. Develop an action plan for what you need to fine tune or learn.
- 16. Develop a mission statement and keep it where it can be seen.
- 17. Be selfless.
- 18. Public speaking can be easy; know your material, know your audience, and start with the end in mind.
- 19. Keep evolving. Change is good.
- 20. Be Yoda.



## Thank You

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