UT’s Third Women’s Leadership Forum

“SOARING YOUR WAY TO NEW LEADERSHIP HEIGHTS”

My Personal Action Plan

May 2013

Presented by Captain Shoshana S. Chatfield, USN
Quick Write Exercise

May 1, 2014: My Age ___

• My Family
• My Fitness/Health
• My Job
• My Dreams
  1. _______________________
  2. _______________________
  3. _______________________

May 1, 2018: My Age ___

• My Family
• My Fitness/Health
• My Job
• My Dreams
  1. _______________________
  2. _______________________
  3. _______________________
My Goal:

- S
- M
- A
- R
- T
- Restate your Goal.

___________________
___________________
___________________
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___________________

- S
- M
- A
- R
- T
- Restate your Goal.

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Action Plan

• Tell a Friend
  – I will tell ______________ by ________

• I will establish a new Mentoring Relationship
  – By May 31, 2013, I will ask ______________ or ______________ to mentor me while I pursue my goal

• I will find 3 Networking Outlets
  – I will join ______________ by May 31, 2013
  – I will join ______________ by August 1, 2013
  – I will join ______________ by November 1, 2013
Action Plan

• I will build a supporting crew
  – Family
  – Friends
  – Contacts
Role Study

Skills I have
• Managing
• Communicating
  – Listening/Active Listening
  – Public Speaking
• Being Assertive
• Assuming Leadership Role
• Inspiring Others
• Self Awareness
• Creating Trust
• Networking
• Degrees
• Certificates

Skills I need
• Managing
• Communicating
  – Listening/Active Listening
  – Public Speaking
• Being Assertive
• Assuming Leadership Role
• Inspiring Others
• Self Awareness
• Creating Trust
• Networking
• Degrees
• Certificates

_____________________
_____________________
Read a Book!

Sho’s recommendations

• DragonQuest
• Lean In: Women, Work and the Will to Lead
• The 7 Habits
• Execution
• Leading Change
• The Tao of Leadership
• Level 5 Leadership
• The Power of One
• Deep Change

UT’s 3rd Women’s Leadership Forum – May 1, 2013

1. ______________________
2. ______________________
3. ______________________
4. ______________________
5. ______________________
6. ______________________
7. ______________________
8. ______________________
9. ______________________
10. ______________________