

**My Sustainable Leadership Plan
(Template)**

My Purpose Is:

Perception of Others – Key Insights I have gotten from Feedback

My Leadership Development Goals (and/or) Leadership Performance Tips	Action Steps	Structures/Reminders (add Dates, Collaborators)
Build interdependence with peers	Ask peers open-ended questions that demonstrate your interest and willingness to help.	Format agendas for each meeting and include opportunities for questions.
Lead your team	Build trust by conducting regular group meetings to share information and touch base.	Assure that group meetings are held weekly/biweekly and include opportunities for input and dialogue on important issues.
Collaborate and influence	Build in your influence through collaboration, not from accumulating or hoarding information or resources.	Schedule regular meetings with peers with whom you can collaborate on meaningful projects.
Manage your emotions	Implement “emotional self-regulation” – i.e., count to ten, “active listening” skills, and use stress management techniques so you keep your cool.	Set regular opportunities for feedback from others and ask difficult but important questions on how you are doing.
Use your personal presence	Use your “mantle of leadership” to maximize your leadership capacity, i.e., posture, appearance, smile, open door.	Using feedback (see above), schedule time to focus on areas of presence that will increase your effectiveness, i.e., learning quick & effective presentation skills.