# Special Project #4

The following is the Table of Contents for your Leadership Development Plan:

Table of Contents

[Special Project #4 1](#_Toc74657160)

[My Leadership Development Plan 2](#_Toc74657161)

[My Leadership Development Plan Template 3](#_Toc74657162)

[My Leadership Legacy Statement 3](#_Toc74657163)

[My Career Vision: 3](#_Toc74657164)

[My Career Vital Few 3](#_Toc74657165)

[My Leadership Development Plan Template, Example 4](#_Toc74657166)

[My Leadership Legacy Statement 4](#_Toc74657167)

[My Career Vision: 4](#_Toc74657168)

[My Career Vital Few 5](#_Toc74657169)

[Supporting Templates 8](#_Toc74657170)

[Leadership Legacy Statement Formula 8](#_Toc74657171)

[BeSMART Goal Worksheet 9](#_Toc74657172)

[Vital Few Template 10](#_Toc74657173)

[MY GOAL/PROJECT 11](#_Toc74657174)

[MY TOP 6 PRIORITIES/ACTIONS FOR THIS GOAL/PROJECT 11](#_Toc74657175)

[MY VITAL FEW PRIORITIES 11](#_Toc74657176)

## My Leadership Development Plan

Your Leadership Development Plan (LDP) empowers you to reach your career goals and live your most fulfilled life. A vision without action is merely a dream. Turn your dreams into reality by creating a vision, articulating a plan to achieve it and acquiring the tools, resources & support to make your dream a reality.

Take your time. Be **BOLD**. When your LDP is complete, share it with your family, coaches, mentors, accountability partner and leadership team. Empower them to help you achieve the life you have always wanted.

**Leadership Development Plan Process**

**Step 1: Who am I?**

To create a blueprint for your most fulfilled and meaningful career, you must start with knowing who you are and what you want to contribute to the world. Remember, you are unique, valuable and needed in the world.

Supporting Tools:

* Champion vs. Chump Worksheet
* My Leadership Legacy Value Words Worksheet
* Leadership Legacy Statement (LLS) Worksheet
* Leadership Value Proposition (LVP) Worksheet

**Step 2: What do I want to go and what do I want to do?**

To live and enjoy a meaningful career, you must know where you want to go in your life and what you want to do. What will you do with the talents, experiences and skills you have collected to this point in your life?

Supporting Tools:

* My Career Vision Worksheet
* BeSMART Goals Worksheet

**Step 3: How will I get there?**

You established a clear vision of the career that will fulfill you. How will you attain and remain living in that meaningful dream role?

Supporting Tools:

* Vital Few Worksheet

## My Leadership Development Plan Template

### My Leadership Legacy Statement

|  |
| --- |
|  |

### My Career Vision:

|  |  |
| --- | --- |
| **1 Year Goal:** | **5 Year Goal:** |
|  |  |

### My Career Vital Few

|  |  |
| --- | --- |
| **1 Year Vital Few** | **5 Year Vital Few** |
|  |  |
|  |  |
|  |  |
|  |  |

## My Leadership Development Plan Template, Example

### My Leadership Legacy Statement

|  |
| --- |
| **Leaderships Legacy Statement:**  *I am an empowering, inspiring and visionary leader committed to shining a light on the strengths, capabilities and greatness in anyone who crosses my path.*  **Mission Statement:**  My mission is to empower leaders who feel overworked, unappreciated, and powerless to control their career future to allow their unique talents to shine brightly and take back control of their career so that they can enjoy living into their most fulfilled, meaningful life.    **Program Transformation Statement:**  Our programs enable leaders to move from feeling stale, stagnant, or stuck in their career to enjoying a career filled with meaning, value and excitement by helping each leader bring awareness to their self-limiting habits and embrace tools, mindsets and best practices that allow them to enjoy a long-term, fulfilling career, no matter what is going on in the world around them. |

### My Career Vision:

|  |  |
| --- | --- |
| **1 Year:** In 2022, empower NMP LLC biz to positively impacting 10k by empowering them to live & enjoy a meaningful and fulfilling career while supporting a well-balanced, healthy lifestyle by the time I retire. | **5 Year:** 10,000 leaders positively impacted by empowering them to live and enjoy a meaningful and fulfilling career. |
| $XXX Revenue  80% Live Delivery: 20% Automatic  30 – 35 hours/week  25% Travel  80% Development/Delivery; < 20% Sales/Marketing | $XXXX Revenue  20% Live Delivery: 80% Automatic  20 hours/week  50% Travel  100% Development/Delivery (0% Sales & Marketing) |

### My Career Vital Few

|  |  |
| --- | --- |
| **1 Year Vital Few** | **5 Year Vital Few** |
| 1. Accredible | 1. Shed Limiting Believe “I have to do it all”. |
| 1. Virtual Assistant | 1. Surround myself with experts in Self-Consume Content Delivery Model |
| 1. Digital Products Launched | 1. Create 5 solid revenue streams. |
| 1. Continuing Education | 1. Master automatic income model. |

Vital Few Worksheet 5-year Goal, Example

MY GOAL/PROJECT

|  |
| --- |
| 2027 NMP Business (5-year goal) 🡪 $XXXX Revenues 🡪 5,000 Leaders Impacted   * 20 hrs/week in business max * Maintaining automatic income stream * Revenue: 20% Live Delivery; 80% Automatic Income * Travel with work 2x/year – Summer off (1 month at beach or overseas) * September Beach Biz Retreat |

MY TOP 6 PRIORITIES/ACTIONS FOR THIS GOAL/PROJECT

0

2

1

3

MY VITAL FEW PRIORITIES

1. Shed Limiting Belief “I have to do it all”

2. Surround myself with Experts

3. Create 5 solid revenue streams

4. Master Self-Consume Content Delivery Model

Vital Few Worksheet 1-year Goal, Example

MY GOAL/PROJECT

|  |
| --- |
| 2022 NMP Business (1 year goal) 🡪 $$XXX Revenues   * Increase “family & me” time * 20 – 30 hrs/week in business * Build automatic online course delivery model * Revenue: 80% Live Delivery; 20% Automatic Income * Travel with work 4 times/year * September Beach Biz Retreat |

MY TOP 6 PRIORITIES/ACTIONS FOR THIS GOAL/PROJECT

0

1

3

2

MY VITAL FEW PRIORITIES

1. Accredible

2. Virtual Assistant

3. Digital Product Launch

4. Continuing Education (Biz & Prof. Dev.)

# Supporting Templates

## Leadership Legacy Statement Formula

Create a single statement that articulates your mission in life as a leader. This statement captures your unique values that forward your purpose and acts as a guiding star to establish your personal leadership legacy.

Three Components

**VALUES:** Choose three value words that will define your legacy as a leader.

**PURPOSE:** Based on your unique skills, talents, and experiences, describe your purpose in the world.

**AUDIENCE:** Identify the audience that your purpose serves.

Formula

I am a (*insert three legacy leadership value words*) leader committed to (*insert your purpose in life as a leader*) for (*insert description of the audience you serve*).

## BeSMART Goal Worksheet

**Goal**:

**Purpose**:

|  |  |  |
| --- | --- | --- |
| Is it...? | Yes/No? | If no, create adjustment. |
| BOLD & exciting |  |  |
| SPECIFIC |  |  |
| MEASURABLE |  |  |
| ACTIONABLE |  |  |
| REALISTIC |  |  |
| TIMEBOUND |  |  |

**BeSMART GOAL**:

## Vital Few Template

What is my ***Vital Few***?

My ***Vital Few*** are the prioritized actions that I commit to fiercely guard on my calendar because these are the critical priorities/actions required to move me toward my goals.

Follow the instructions below to uncover the “forward-moving” priorities/actions that you will commit to fiercely guard on your calendar.

Step 1: Articulate the Goal/Project.

*(i.e. Promotion for your career, Completing a Certification, Attaining a high-level degree, etc.)*

Step 2: Write down the top 6 Priorities/Tasks that are critical to reach the goal or execute on the project. Please each Priority/Task in one of the circles on page 10.

Step 3: Eliminate 2 priorities/actions to uncover the 4 most critical priorities/actions. Cross out the circles of the 2 eliminated priorities/actions.

Step 4: Compare each of the priorities to each other to determine which is the highest priority. Point the arrow toward the circle with the higher priority.

Step 5: Stack Rank the 4 priorities in order from highest to lowest. List the final 4 priorities/actions that you will time-block on your calendar, and fiercely guard, to achieve your goal/project.

Notes:

* The circle with the highest number of arrow heads is the highest priority.
* If there is a tie, the circle with the arrowhead is the tie breaker.

### MY GOAL/PROJECT

|  |
| --- |
|  |

### MY TOP 6 PRIORITIES/ACTIONS FOR THIS GOAL/PROJECT

### MY VITAL FEW PRIORITIES

1.

2.

3.

4.