

Leadership Ritual Planner

What you do repeatedly defines how you lead

This handout helps leaders establish quarterly reflection and rhythm rituals - personal and team-based - to keep clarity, energy, and focus over time.



Your Leadership Rhythm

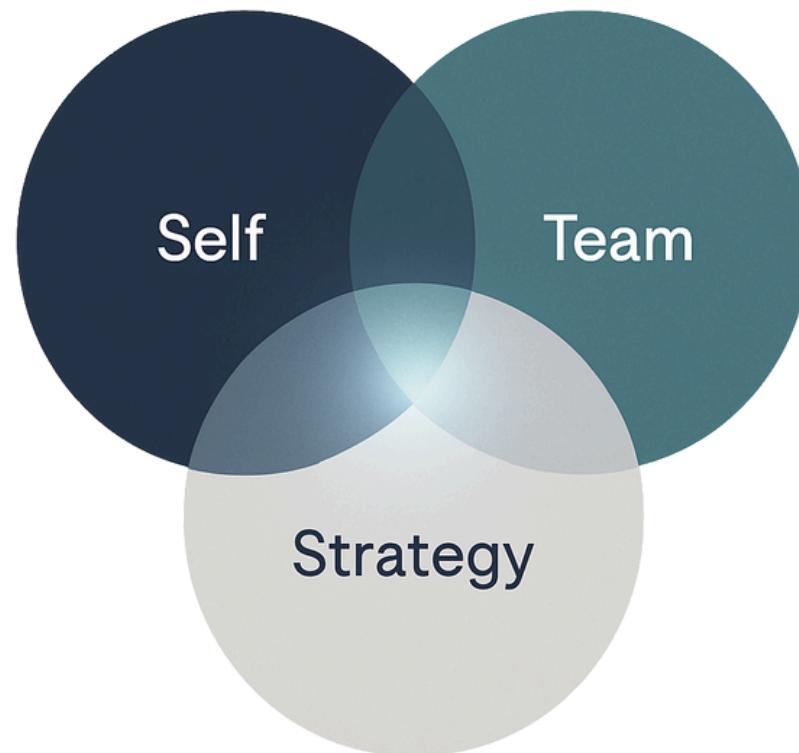
Sustain clarity, connection, and consistency.



High-performing leaders don't rely on motivation - they rely on rhythm.

Rituals are your leadership autopilot - intentional behaviours you repeat until they become identity.

Use this planner each quarter to realign your focus, reconnect with your people, and reset your energy.



Quarterly Reflection & Renewal

Use this checklist and space to reset your personal clarity and energy at the end of each quarter.



Reflection Area	Prompt	My Ritual / Action
Purpose Check	<i>Does my current focus still align with my 'why'?</i>	
Energy Audit	<i>What drained or fueled me this quarter?</i>	
Learning Lens	<i>What did I learn - about the business, others, myself?</i>	
Reset Habit	<i>What one behavior do I need to recommit to?</i>	
Boundary Check	<i>What needs protecting - time, space, or attention?</i>	

Quarterly Anchor Statement — In this next quarter, I'll lead by...

Keep the Team in Rhythm - Quarterly Review

Your team takes its rhythm from you. Use these quarterly rituals to keep communication clear and engagement high.



Ritual	Description
Quarterly Reset Meeting	<i>Review wins, lessons, and next 90-day focus. Invite voices from all levels.</i>
1:1 Refresh	<i>Use reflection prompts to deepen trust and development.</i>
Communication Rhythm Review	<i>Check meeting flow, update cadences, adjust if needed.</i>
Recognition Roundup	<i>Celebrate symbolic wins - effort, not just results.</i>
Team Energy Check	<i>Quick pulse survey or informal discussion.</i>

Tip: Don't add new rituals - refine and reinforce existing ones until they're automatic.

Keep the Team in Rhythm - Quarterly Review

Your team takes its rhythm from you. Use these quarterly rituals to keep communication clear and engagement high.



Ritual	Description

Tip: Don't add new rituals - refine and reinforce existing ones until they're automatic.

Next 90 Days - My Leadership Focus



Focus Area	Goal / Priority	Supporting Ritual	Checkpoint Date
Strategic Focus			
People & Culture			
Personal Energy			
Communication Rhythm			

What does success look and feel like 90 days from now?

“Discipline is choosing what matters most, again and again.”