



15 Day Self-management Challenge

Day 1			Day 2			Day 3		
Learn to Meditate - find one through your browser of choice			Try box breathing (inhale for 4, hold for 4, exhale for 4, hold for 4 - repeat)			Block out some time in your diary for a priority item		
Day 4			Day 5			Day 6		
Document your strengths and come back to them as a reference when you get stuck			Document your weaknesses and one action you can take to manage these			Try a meeting with yourself and observe what did or didn't go well this week		
Day 7			Day 8			Day 9		
Call or email a colleague and ask for some feedback			Use your commute to reflect & unwind. Working hybrid? Create a commute with a quick walk			Be fully present in meetings - i.e. turn off email, Teams and put your phone away		
Day 10			Day 11			Day 12		
Add a feedback agenda item (about you) to your upcoming 1:1s with your team			Journal at the end of the work day - without judgement			Do a leadership 360 - this can be done through a provider, or informally with your manager collating the feedback		
Day 13			Day 14			Day 15		
Practice gratitude - reflect on what you're grateful for today			Coach someone in self-management by helping them understand options and next steps			Make a SMART plan - what worked in these 2 weeks that you can take into 2023?		