ADHD at Work: Staying Aligned as a Supply Chain Manager



The Critical Role of Supply Chain Managers

Supply Chain Managers are the strategic operators behind how products move from raw materials to customers. They oversee procurement, inventory, logistics, warehousing, and supplier coordination, ensuring goods are delivered on time, on budget, and in full. Their work impacts cost efficiency, customer satisfaction, and overall business continuity.

In today's global economy, with disruptions, supplier shifts, and rising customer expectations, supply chain managers are more vital than ever. They must respond quickly to unexpected changes, maintain accurate forecasts, and adapt to shifting priorities, all while staying aligned with internal stakeholders.

Common ADHD Challenges for Supply Chain Managers

The fast-paced, detail-heavy, and interruption-prone nature of supply chain management can be both exhilarating and overwhelming for professionals with ADHD. Here are some of the biggest friction points:

1. Constant Firefighting and Shifting Priorities

Supply chain managers deal with last-minute changes, vendor issues, and operational delays daily.

ADHD can make it hard to prioritize clearly under pressure, leading to reactivity instead of strategic planning.

2. Difficulty with Data Accuracy and Tracking

Keeping tabs on inventory levels, lead times, shipping schedules, and ERP systems requires focus and follow-through.

ADHD can cause inconsistent updates or forgotten entries, leading to ripple effects down the line.

3. Time Blindness and Missed Milestones

Supply chain work often revolves around deadlines and time-sensitive coordination.

ADHD can make it challenging to estimate how long tasks will take, leading to bottlenecks or delays.

4. Avoidance of Repetitive Admin Tasks

Purchase orders, compliance paperwork, freight documentation, and forecast updates are often tedious but essential.

Low-stimulation tasks are often procrastinated or half-completed by ADHD brains.

5. Emotional Reactivity in High-Stress Situations

A delayed shipment or missed production window can cause serious tension with vendors or leadership.

ADHD can make it harder to self-regulate emotions, leading to reactive communication or burnout.

Tips and Tricks for Supply Chain Managers with ADHD

With the right supports in place, ADHD can actually be a strength in supply chain leadership—offering agility, creative problem-solving, and fast thinking. Here's how to work with your brain, not against it:

1. Start and End with a Daily Dashboard

Create a custom dashboard with key metrics, delays, open issues, and deadlines you update each morning and review each afternoon.

Tools like <u>Airtable</u>, Excel, <u>Power BI</u>, or <u>Monday.com</u> work well if tailored to your flow.

2. Use Time Anchors and Visual Timelines

Block time for repetitive tasks like PO reviews, freight updates, and supplier follow-ups.

Create visual supply chain maps or Gantt charts to keep due dates and dependencies in view.

3. Batch Similar Tasks Together

Instead of toggling inventory planning, vendor calls, and performance reporting, group similar types of work together to reduce mental fatigue.

For example, make Wednesdays vendor day, or block a specific hour daily for order tracking and system updates.

4. Set Rules for Firefighting

Not everything is an emergency. Create a quick triage checklist to determine if a situation is urgent, important, or can wait.

Give yourself a beat to respond thoughtfully instead of reactively.

5. Automate and Template Where Possible

Use ERP features or automations to set alerts for reorder points, delayed shipments, or approval lags.

Build reusable email templates for vendor inquiries, performance escalations, and weekly updates to avoid reinventing the wheel.

6. Keep a "Vendor Conversation Log"

Use a digital notepad or form to log the date, vendor, topic, next steps, and status after each call or email. This prevents key details from slipping through the cracks when switching contexts.

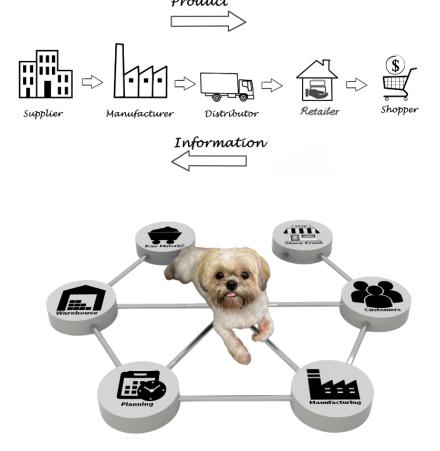
How ADHD Coaching Can Help Supply Chain Managers Stay Steady in the Storm

Supply chain managers face constant changes, urgent issues, and a need for precision—a perfect storm for both growth and burnout when ADHD is in the mix. ADHD coaching helps you stay grounded, aligned, and confident in your ability to lead.

With ADHD coaching you can:

- ✓ Develop systems to keep your supply chain—and brain—on track
- ✓ Improve time awareness, follow-through, and stress recovery
- ✓ Organize workflows that reduce overwhelm and prevent reactive decision-making
- ✓ Leverage your ADHD strengths like quick thinking, adaptability, and innovation

If you're tired of feeling like you're holding the entire chain together with duct tape and adrenaline, ADHD coaching can help you create sustainable systems, regain control, and thrive as a supply chain leader.



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