



**AFGHANISTAN-PAKISTAN**  
WOMEN'S ECONOMIC EMPOWERMENT

## Mothers as Managers

A mother is not only a caregiver—she is also a manager of her home and more.



### Set Goals

Set short-term and long-term goals for yourself and your family. Be realistic. Give each goal a target completion date. Prioritize your goals.

### Create To-Do Lists

Create a to-do list and a not-to-do list. Knowing what to avoid is just as powerful as knowing what to prioritize.

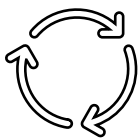


### Delegate Tasks

One person cannot do everything. Assign tasks to each member of your family based on their age and ability. Children can handle simple tasks, while adults can handle complex tasks. Ask them to perform tasks on a daily or weekly basis, setting clear expectations.

### Supervise Family Members

Show them how to perform each task step-by-step. When tasks are done well, reward them with a praise, a hug, or a small treat. When tasks are not done correctly, show them how to do it again. Avoid doing their task for them. Let them do it. When needed, remind them gently.



### Create Routines

Create structure through routines. Put recurring tasks—like grocery shopping, meal planning, and household chores—on autopilot. This frees up time for higher-order thinking and new initiatives.

### Communicate Regularly

Maintain open communication with your family members. Hold regular family check-ins to review responsibilities, address challenges, and celebrate progress.



### Time Management

Plan ahead and schedule important meetings and events. Avoid overbooking your and your family's schedule. Schedule time for yourself. Whether it's rest, exercise, or meditation, taking care of yourself allows you to show up fully for your family.

### Financial Management

Be mindful of your money. Buy what you need and live within your means. Track your assets (cash, bank accounts, property, etc.) on a weekly basis. Budget wisely and plan ahead. Save for emergencies. If possible, invest in your education and skills.

