



BUILDING YOUR ACTION PLAN

In this final working group session, you will begin to build an action plan for your project, drawing on the lessons you've learned from the expert presentations, skill sessions, facilitators, and your own working group.

No action plan is written in stone. What you write (and revise) in this session is today's best guess for how you want to move forward with your project. This exercise will yield a set of priorities, specific action steps, personal development goals, and a timeline. More importantly, we see this exercise as a habit to be cultivated; with your network at home and online with your fellow women leaders of Women Rule!

- 1) Read through your session worksheets, *Leadership Challenge* notes, and personal reflections: *What stands out? Any surprises? Do you notice any patterns?*
- 2) Sketch out your project development plan, using the **Project Grid** (the spreadsheets in the back sleeve of your binder.)
- 3) From the **Project Grid**, select your *top three priorities*, and fill out the **Action Plan Worksheet**. (Several worksheets are included, to allow you to make revisions.)
- 4) Ask yourself: *Am I missing an important step because it seems too difficult? How can I tackle this challenge? Do I need to revise my plan?*
- 5) In the next session, **Speed Networking**, you will present your **Action Plan** to a partner, get feedback and then revise your plan. You will also give feedback to your partner's plan. Then everyone will repeat with a second partner. (*Note: We'll explain Speed Networking fully at the start of the session!*)
- 6) Looking at your revised plan: What else do you need to learn? How and when will you do it?



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2) Looking at your revised plan: What else do you need to learn? How and when will you do it?