

 Leadership Checklist

RESOLUTION

The following exercise will help you resolve a project or goal that has eluded your attempts to successfully complete.

- I. Identify a situation that you find challenging, tiresome, relentless, and frustrating. (For example: an important relationship, a new product line, a major acquisition, or a specific project or sales target.) Describe the situation.**

- II. Answer the following questions as they relate to the situation:**

1. Is a definitive solution or closure really important? *If not, go back and identify a different situation.*
2. Are you tired of trying to resolve the situation?
3. Do you find yourself becoming impatient when addressing it?
4. Have you thought of giving up on finding solutions?
5. Do you feel you are unfit, physically or mentally, to solve the problem?

If you answered yes to any of these questions, you need an opportunity to stop thinking this issue to death. Do something to recharge your batteries and regain a positive attitude. Get away from work for a few days if you can, or if time is an issue, just take a walk or find a place to be alone and meditate. Give your brain a rest. When you feel like you are ready to attack the problem again, go on to the next step.

III. When you are completely overwhelmed and frustrated with a problem, it helps to go back to the purpose and passion that fueled you in the beginning. Write down the reasons for your underlying commitment to this situation, and what its resolution means to you.

IV. To fulfill your commitments and accomplish your goals, you need structure. For the situation you have described, provide answers to the following:

1. To resolve this, I need the following resources: _____

2. To resolve this, I need involvement/support from the following people: _____

3. My target date for reaching a resolution is: _____

4. I will know I have been successful when: _____

V. When times are tough and your will is challenged, having someone else hold you accountable can help you reach the finish line. Share this situation with a trusted person and ask him or her to hold you to your goals for resolution.

VI. Don't forget to reward yourself for a job well done! When the issue is resolved, how will you celebrate the success?
