

The Leadership Growth Checklist

Unlock Your Leadership Potential—Without the BS!

What This Checklist Does

Leadership isn't about titles—it's about **how you show up** and **how you grow**. Whether you're **next in line** for a leadership role or already stepping up, this checklist gives you a **clear, no-fluff roadmap** to build confidence, influence, and impact. **And if you're taking over from someone else? Even more reason to have a strategy.**

Step 1: Awareness

- ✓ **Identify Your Leadership Strengths:** What do people already rely on you for?
- ✓ **Spot Your Patterns:** Pay attention to how you react in high-pressure moments—what's working? What's not?
- ✓ **Ask for Insight:** Find a trusted peer or mentor and ask: *"What's one leadership skill I could level up?"*

Emma's Take: *"Every strong leader starts with self-awareness. If you don't know where you stand, how can you know where to grow?"*

Step 2: Action

- ✓ **Make One Small Shift:** Leadership is built in micro-moves, not grand gestures. Pick one skill to improve and take daily action.
- ✓ **Try This:** Next time you're in a meeting, swap "I think" for "I believe" and see how it shifts your presence.
- ✓ **Challenge Yourself:** In your next conversation, pause before responding. Curiosity beats quick comebacks.

Leading After Someone Else? *Step into authority without stepping on toes. Instead of making immediate changes, focus on observing, understanding, and earning trust first.*

Step 3: Reflection

- ✓ **Track Your Growth:** Write down what changed when you mixed things up. What landed? What felt awkward?
- ✓ **Ask a Peer:** “Did you notice anything different in how I led this week?”
- ✓ **Confidence Check:** Rate your leadership confidence now vs. before (1-10). No sugarcoating.

Emma’s Take: “Growth isn’t just about action—it’s about learning from what worked (and what didn’t). Reflect, adjust, and go again.”

Step 4: Mastery

- ✓ **Teach It:** Share what you’ve learned with someone else—coaching others sharpens your own skills.
- ✓ **Pick Your Next Challenge:** What’s the next area you want to grow? Decide and commit.
- ✓ **Own Your Progress:** Leadership isn’t a finish line—it’s a practice. Small, consistent wins build real confidence.

Final Thought: Taking over a leadership role? Make sure you’re stepping up with a strategy—not just hoping it works out. That’s what coaching is for.

Final Challenge

What’s your biggest leadership win so far? What’s your next move?


Next Steps

Leadership’s messy, hard, and totally worth it. If you’re serious about stepping into leadership **without second-guessing yourself**, let’s talk. **Succession Coaching gives you the strategy and confidence to own your next move.**

 [Book a No-BS Leadership Clarity Call](#)

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