

# LEADERSHIP WORKBOOK

THE WORKBOOK FOR SUCCESSFUL LEADERS OF THE FUTURE

TIPS FOR BECOMING MORE SELF-AWARE AS A LEADER:

1. TAKE TIME TO LISTEN TO YOUR COLLEAGUES

2. IDENTIFY YOUR STRENGTHS AND WEAKNESSES

3. TAKE FEEDBACK SERIOUSLY

4. BE OPEN TO NEW IDEAS

5. TAKE RESPONSIBILITY FOR YOUR ACTIONS

6. ACKNOWLEDGE YOUR MISTAKES

7. MAKE YOUR GOALS CLEAR TO YOUR TEAM

8. TAKE REGULAR BREAKS

EXERCISE

Strength is a combination of physical and mental attributes. What can you do today that will help you develop your strengths and overcome your weaknesses? Make sure these are measurable and achievable, but also challenging enough to push yourself to reach your goals.


CHAPTER #2  
DISCOVER YOUR STRENGTHS AND WEAKNESSES AS A LEADER

## the LEADERSHIP MINDSET WORKBOOK

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YOUR NAME GOES HERE

CHAPTER #3  
COMMUNICATION SKILLS AS A LEADER

EDIT IN CANVA

43 Pages to Help You Cultivate a Leadership Mindset

# Practice Workbook Leadership Handbook

**James D. Berkley**



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