

Transform your life

Start Right, Stay Right, Become Pre-Eminent

Personal Leadership Workbook

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Transform your Life: Personal Leadership Workbook

Section 2: Personal Leadership

This workbook is designed to help you take ownership of your life, develop leadership skills, and cultivate habits that lead to personal transformation. Leadership begins with YOU—before you can lead others, you must first lead yourself.

1. The Power and Purpose of Personal Leadership

What is Personal Leadership?

Personal leadership is the ability to take responsibility for your thoughts, actions, and decisions, leading yourself toward growth, impact, and purpose.

Reflection Questions:

- What does leadership mean to you?
- Identify one personal challenge you face when it comes to leading yourself.

Practical Exercise:

- Write a personal leadership statement. Example: *"I commit to leading myself with integrity, discipline, and a clear sense of purpose."*

2. Experiencing Personal Transformation

Why Are We Not Changing?

Many people desire change but struggle because of:

- Lack of Clarity
- Fear of Failure
- Inconsistent Action

Reflection Questions:

- What is one area in your life where you feel stuck?
- What has been holding you back from making a real change?

Practical Exercise:

- Identify **one limiting belief** you hold and reframe it into an empowering belief. Example: *“I am not good enough”* → *“I am growing and improving every day.”*

3. Purpose-Driven Goal Setting

Setting Goals that Align with Your Purpose

Great leaders set intentional goals that align with their core values and purpose.

SMART Goal Framework:

- **Specific:** Define exactly what you want to achieve.
- **Measurable:** How will you track progress?
- **Achievable:** Is this realistic?
- **Relevant:** Does this align with your purpose?
- **Time-bound:** What is your deadline?

Practical Exercise:

- Set one **purpose-driven goal** using the SMART method.

Example: Instead of saying, *“I want to read more,”* say, *“I will read one book on leadership every month and summarize my key learnings.”*

7 Year Goal In Line With Vision And Mission

Year 1	
Year 2	
Year 3	
Year 4	
Year 5	
Year 6	
Year 7	

The Year at a Glance (Key activities, goals, habits, finance etc.)

January	
February	
March	
April	
May	
June	
July	
August	
September	
October	
November	
December	

4. Self-Awareness: Man in Three Dimensions

1. Spiritual Awareness

- How connected do you feel to your purpose?
- What spiritual habits can you cultivate to grow?

Reflection: Write down one spiritual discipline you will commit to (e.g., prayer, meditation, scripture reading).

2. Intrapersonal Skills (Your Relationship with Yourself)

- How do you speak to yourself daily?
- What are your strengths and weaknesses?

Practical Exercise:

- List 3 strengths and 1 area for improvement in your character.

3. Interpersonal Skills (Your Relationship with Others)

- How well do you communicate your thoughts and ideas?

- How do you handle conflict?

Practical Exercise:

- Identify one relationship you want to improve and outline **one action** you will take to strengthen it.

5. Action Plan for Personal Leadership

Your Leadership Growth Plan

Use this section to map out **actionable steps** toward becoming a better leader.

Area of Leadership	Current Status	Action Steps
Self-Discipline		
Decision Making		
Time Management		
Communications Skill		
Emotional Intelligence		
Finance		

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Spiritual Development Schedule

Day	Time	Activity
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		

Follow-Up Activity

Join the scheduled review session to revisit this workbook and reflect on your progress.

Date for Review: _____