

### GETTING THINGS DONE

Seeks to do things better, evaluating progress, innovating and taking action where necessary

#### What's working?

We spend so much time as managers managing the ups and downs of every day – fire-fighting, problem solving, steering the team through the challenges of the day – that we often forget to sit back and think, 'What's working? What are we doing well around here?' And then, 'How could we do it better?'

So, sit back, and reflect...



#### ACTIVITY

What's working?

What are we doing well around here?

How could we do better?

Is there anything to celebrate with the team? Will you make an opportunity? What and when?

Who else could you usefully ask these questions of? How and when will you ask?



Complete the Reflection sheet