

weekly staff support - check-in

sun	mon	tue	wed	thur	fri	sat

office + chores

priorities

random

personal + home

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observations

*Look over plans and commitments for the week
Check in with your feelings and thoughts
Assess. What do you need to get essential
things done and feel good*

theme of the week

amount of energy required

what staff support do I need?

*Ex: more time, space, new tools, have some company, extra fuel,
motivation, remove roadblocks, avoid certain people, less pressure*

staff support - actions

I want to feel