

Vision

Session Five: September 18, 2025





Important

Urgent

Q1

- Crisis
- Addictive

Not Urgent

Q2

- Proactive
- Self-Care

Not Important

Q3

- ROPEs
- Obligations

Q4

- Time Waster
- Escape

Daily Prioritizing

Projects:

Project 1: 3 big things I must do to move this project forward:

Project 2: 3 big things I must do to move this project forward:

Project 3: 3 big things I must do to move this project forward:

People:

People I need to reach out to today. List the people you have to reach out to today no matter what.

People I'm waiting on. List the people who you need something from to move forward.

Priority:

The main things I must complete today, no matter what. List the priorities and to-dos that must be accomplished today and DO these before getting trapped in your inbox and other people's agendas.

Praise:

3 things I'm grateful for: People I can acknowledge or thank:

Presence:

The way of being that is important for me to maintain today:

This template is inspired by: Brendon Burchard. High Performance Academy. <http://brendonburchard.tumblr.com>. (Great material! Highly recommend)
The inbox is nothing but a convenient organizing system for other people's agendas.
-Brendon Burchard

E + **R** = **O**

event + response = outcome

1. What meaning am I giving this?
2. What meaning do I want to give this?
3. What do I know to be true?
4. What is mine to own? (and what isn't)
5. Where do I need clarity for the next step? (who can help?)
6. Does this deserve my attention or my energy?
7. What serves the greater good?
8. How might this be happening FOR me rather than TO me?
9. How do I respond in alignment with who I want to be?

- a. _____
- b. _____
- c. _____
- d. _____



Communication (DiSC)



Culture



Vision



Emotional Intelligence



Team



Inclusion

A Transformative Leadership Experience

A blend of virtual + onsite workshops with coaching for lasting impact.

June

Kickoff Discovery Calls

In Person

July 23

- DiSC
- Foundational Models

Owning one's impact through clear, respectful communication. Using DiSC, leaders and teams will better understand ways to build greater clarity and connection in every interaction.

Virtual

Aug 6

- Accountability/ Drama Triangle
- Rounding

Building a culture of excellence by actively reducing threats, encouraging ownership, and building trust to elevate performance, loyalty, and meaningful relationships.

Aug 20

- Prioritizing
- Delegation

Virtual

Sept 3

- Leader Resilience
- Personal Brand

Leading with a clear vision and purpose and setting clear expectations so that each decision reflects a personal commitment to the Burton values.

Sept 18

- Setting and Championing Values
- GROW and Conflict

In Person

Oct 21-22

- Managing Self
- Influencing Others

Taking personal responsibility for self-awareness, self-regulation, and relational maturity through emotional intelligence.

Virtual

Nov 6

- Leader as Coach
- Coaching Beliefs

Developing and empowering others through coaching.

Nov 18

- Coaching and Developing Others
- Generative Communication

Virtual

Dec 2

- Leadership Styles
- Leadership Flexibility

Empowering team ownership and growth by fostering mutual accountability, leveraging strengths, and delegating effectively.

Dec 18

- Developing Talent
- Building on Strengths

Virtual

Jan 8

- Leading the Future
- Reviewing Key Concepts

Creating an environment that honors diverse perspectives, ensures others feel a sense of belonging, and builds a culture where everyone can thrive.

Jan 22

- Leaving a Legacy
- Reviewing Key Concepts

Coaching

TODAY'S KEY MESSAGES:

- Choose your hard.
- Conflict is a place of possibilities.
- Sooner is smaller. Later is larger.
- Conflict can be addressed with high courage and high consideration.





- a. _____
- b. _____
- c. _____
- d. _____

Wisdom:

We have the experience, knowledge, and judgement to benefit those around us.

Integrity:

We have the experience, knowledge, and judgement to benefit those around us.

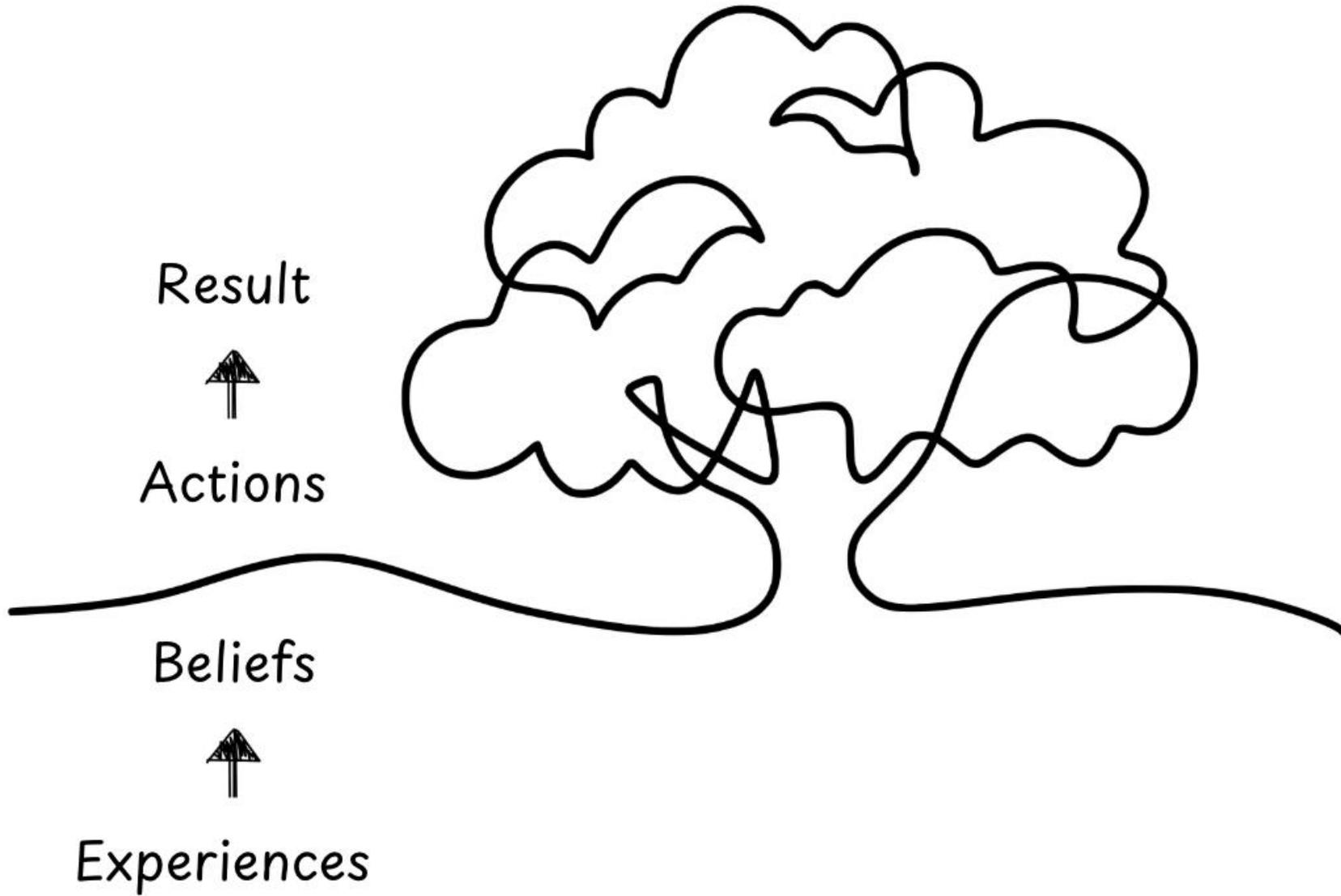
Generosity:

We have the experience, knowledge, and judgement to benefit those around us.

Excellence:

We have the experience, knowledge, and judgement to benefit those around us.



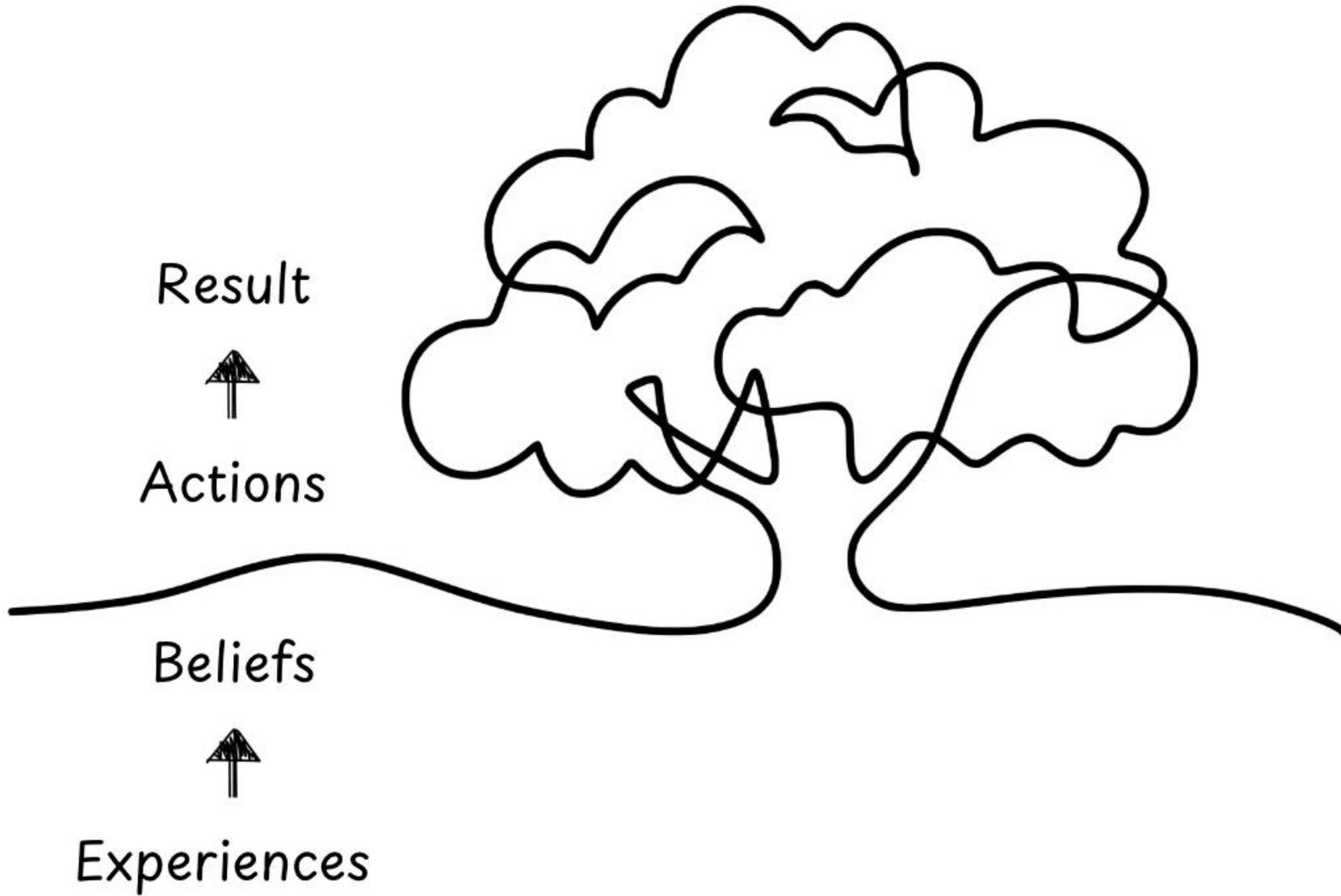


Conflict

Con: *with*

Flict: *to strike*







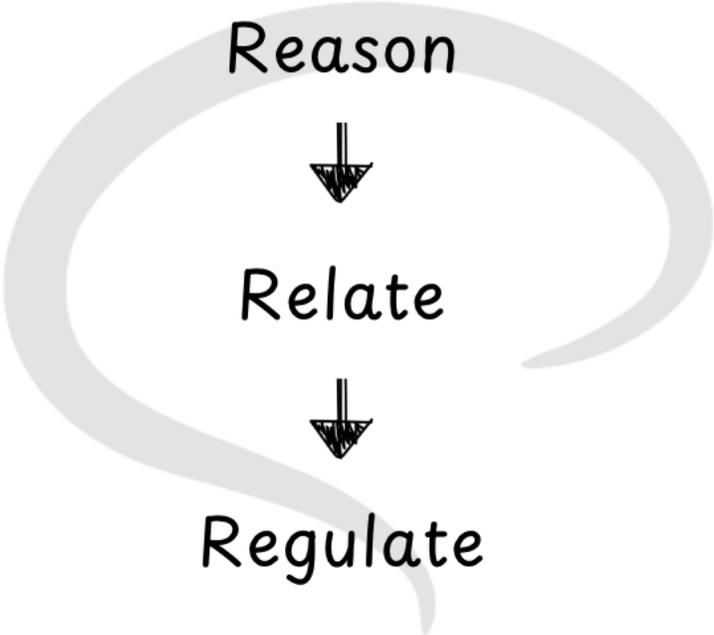
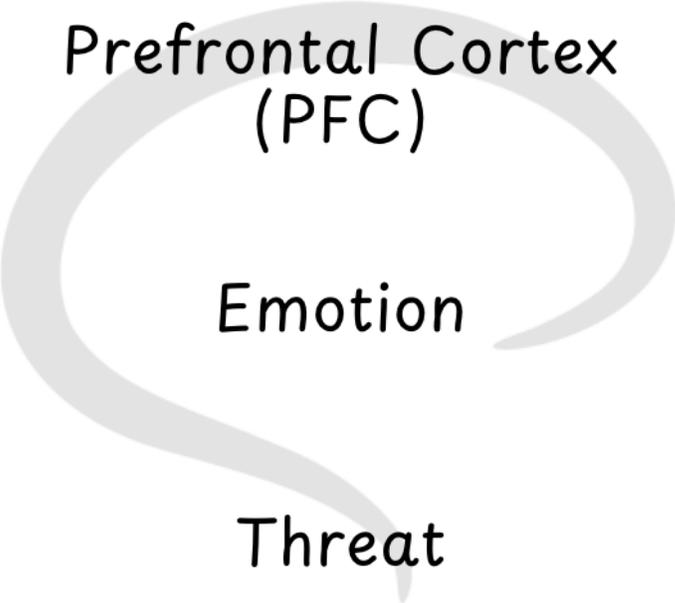
Conversation

Con: *with*
verse: *to turn*

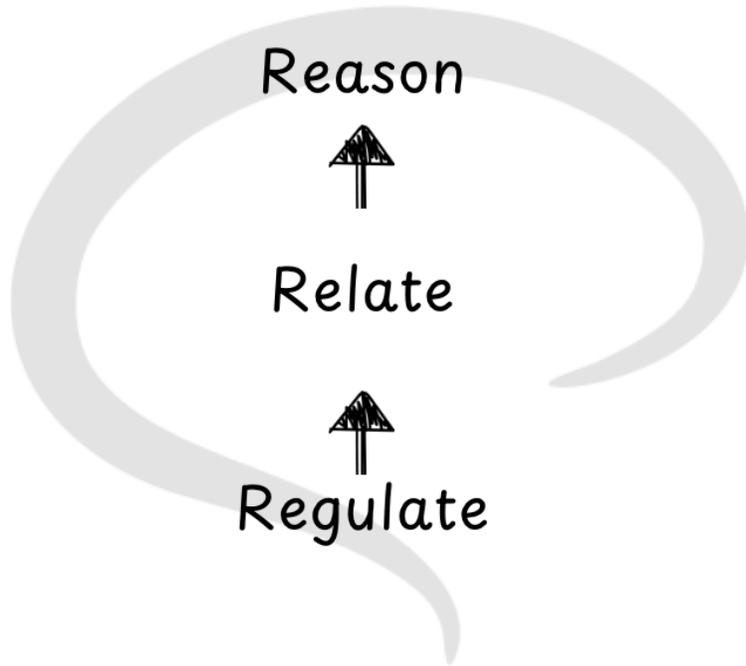




Neurosequencing



Neurosequencing



Relate:

- Get curious
- Listen for what is important to THEM
- What do THEY want?
- How does that make sense to THEM?

Regulate:

- Self manage
- Breathe



GROW

Goal:

What is the ultimate goal for this conversation?

Trigger the brain to listen for agreement.



GROW

Reality:

Each person shares their reality.

The goal is not to agree on reality. The goal is to agree that there is a gap between where we are and where we want to be.



G R O W

Options:

Co-create options.

Each person shares ideas and needs they have.

Explore new possibilities and generate as many options as possible.

When the brain is on the defensive, it gets stuck. To get unstuck, think forward and generate options.



GROW

Way Forward:

Create an action plan.

Clarify the goal, the development actions, milestones, support, resources needed, etc.

Reminder: What you say is not what others hear.

Never leave a GROW conversation without a follow-up GROW conversation scheduled.



Put it into practice

Personal Commitment

Team Commitment

