

168 Hours Weekly Focus

Sun	Mon	Tues	Wed	Thu	Fri	Sat

Strategic Focus

Date:

People

PERFORMANCE

168 Hours Weekly Focus

168 Hours: Rethinking the Work of Leadership

XM Truth: Leaders are expected to deliver RESULTS.

What Got You Here, Won't Get You There

Once we have created the roots of Strategic Focus, the most important thing we can do for our leaders and team is to model weekly rhythms and routines for delivering results. It is less about daily 'to do' lists and more about making the most of a 168-hour week. It is less about the work you deliver and more about leading the collective work of others towards accomplishing your vision.

Anyone worked for someone that had great disciplines for this?

What are some of the best practices you have seen?

Xtra Mile 168-Hour Time Mastery

1. Get Real

When we step up to the Leader Role, we don't get to make excuses anymore. Leading is not just about $R - C = P$. Great leaders deliver results in their business, with their families, and in the community as well.

2. Take an Inventory

I believe it is very true, there is not enough time in the **DAY** to get it ALL done. But there are 168 hours in every week. The first thing we have to do when we want to improve is to measure our current performance.

3. Map Out an Ideal Week

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday

4. Plan to Plan

Take at least an hour per week to plan. Get out your 30-day planner, read through and update it as needed. Pull up your calendar and get out an XMP 168-hour planning sheet. Not just what you need to work on, but what every key leader in your org chart should be thinking about and delivering.

5. Don't Listen to The Lies

- I am the only one _____ (This should become a short list.)
- I am soooooo busy. (Why? Who else? Stop doing everything yourself.)
- I "work" a 60-hour week (We will see after the audit.)
- I don't have time to Read, Exercise, Plan, etc. (You don't have time not to.)