

# CHECKLIST

## PERSONAL GROWTH FOR SMALL BUSINESS OWNERS

1

### REFLECT

Reflect on Your Leadership Style

- What are your strengths?
- What areas could use improvement?
- Set one goal to enhance your leadership this quarter.



2

### LEARN

Learn Something New

- Take an online course or read a book on leadership, communication, or strategy.
- Commit to spending 15 minutes a day on personal development. 📖



3

### DELEGATE

Delegate with Confidence

- Identify one task you can delegate this week.
- Communicate clear expectations and provide support to your team.



4

### PRIORITIZE

Prioritize Self-Care

- Set work boundaries to maintain balance.
- Incorporate one activity that recharges you into your daily routine (e.g., exercise, meditation).



5

### CELEBRATE

Celebrate Your Wins

- Acknowledge both big and small achievements—for yourself and your team. ✨



## Be a BrightSpark!

#### VISIT US

[teambrightspark.com](http://teambrightspark.com)

#### FOLLOW US

Search for The BrightSpark Group on LinkedIn

#### CALL US

(912) 721-7883