

Printable Leadership Development Worksheets

Purpose

Provide participants with structured, easy-to-use templates designed for ongoing reflection, action planning, and practical application of leadership skills.

Templates Overview and How to Use Them

1. Pathway Poster (Abraham – Vision)

Purpose:

Create a clear, visual roadmap that outlines the participant's long-term leadership vision, key milestones, and potential challenges.

How to Use:

1. Define Your North-Star Vision:

- Write down your ultimate leadership goal for the next 3–5 years (e.g., "By 2030, I will lead a team that develops sustainable solutions for our industry").

2. Identify Key Milestones:

- Break the vision into actionable steps or phases to achieve your goal (e.g., "Complete a leadership certification program," "Build cross-functional alliances," "Deliver 3 high-impact projects").

3. Highlight Obstacles:

- List potential challenges or barriers to achieving your vision and brainstorm strategies to overcome them.

4. Visualize Your Journey:

- Use the template to map out your vision with clear timelines, milestones, and checkpoints.
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2. Stakeholder Care Map (Moses – Empathy)

Purpose:

Identify key stakeholders, understand their needs, and develop strategies to build trust and engagement.

How to Use:

1. List Key Stakeholders:

- Write down individuals or groups critical to your leadership success (e.g., team members, clients, leadership stakeholders).

2. Understand Their Needs:

- For each stakeholder, list their needs, concerns, or motivations.
- Example: "Team member A needs clear communication and flexibility due to remote work."

3. Develop Engagement Strategies:

- Identify actions to build trust and engagement (e.g., regular check-ins, providing resources, active listening).

4. Review and Adapt:

- Revisit the care map regularly to adjust strategies based on feedback or evolving relationships.

3. Values-Based Decision Canvas (David – Ethical Self-Awareness)

Purpose:

Analyze decisions through the lens of personal and organizational values to ensure ethical alignment.

How to Use:

1. Define the Decision:

- State the decision or dilemma in one sentence (e.g., "Should I escalate a potential compliance issue to senior leadership?").

2. Identify Core Values:

- List the 2–3 values relevant to the decision (e.g., "Integrity, transparency, accountability").

3. Consider Stakeholders:

- Identify who will be impacted by the decision and how. Rate the impact (1–5 scale) for each stakeholder.

4. Weigh Options:

- Brainstorm 2–3 possible actions you could take.

- Evaluate each option in terms of fairness, long-term trust, and alignment with your values.

5. **Make a Decision:**

- Choose the best course of action, citing how it aligns with your values and benefits stakeholders.

4. **Red-Flag Escalation Script (Daniel – Moral Courage)**

Purpose:

Provide a structured approach for addressing and escalating concerns professionally and effectively.

How to Use:

1. **Identify the Issue:**

- Clearly articulate the concern or challenge you've observed (e.g., "A compliance risk in the current project timeline").

2. **Gather Evidence:**

- Collect relevant data or examples to support your case.
- Example: "Client deadlines are being missed due to resource shortages, which could impact our contract renewal."

3. **Frame the Conversation:**

- Use the script to frame your concern:
 - **Start:** Acknowledge the value of the project or situation.
 - **Raise the Issue:** Clearly state the problem and its potential risks.
 - **Propose Solutions:** Present actionable recommendations or ask for input on resolving the issue.

4. **Prepare for Feedback:**

- Be open to discussion, questions, or alternative solutions.

5. **Ally Mapping Template (Esther – Influence)**

Purpose:

Identify and mobilize supporters to amplify your ideas and drive change effectively.**How to Use:**

1. List Potential Allies:

- Identify individuals or groups who can support your initiative (e.g., "Team leads, department heads, external partners").

2. Map Their Influence:

- Assess each ally's level of influence (e.g., high/medium/low) and engagement (e.g., supportive/neutral/resistant).

3. Plan Engagement Strategies:

- Develop tailored strategies to gain their support (e.g., personal meetings, presentations, collaborative discussions).

4. Track Progress:

- Monitor their level of involvement and adjust your engagement strategies as needed.

6. Innovation Journey Guide (Paul – Resilience)

Purpose:

Provide a framework for brainstorming, prototyping, and testing solutions under constraints.**How to Use:**

1. Define the Problem:

- Clearly state the challenge or constraint you're addressing.

2. Brainstorm Solutions:

- Generate at least five low-cost, creative ideas to solve the problem.
- Example: "Create a \$0 prototype using available resources to test the idea."

3. Develop a Prototype:

- Choose one idea and create a simple, testable version of the solution.

4. Test and Iterate:

- Test the prototype, gather feedback, and adapt your solution based on results.

5. Document Learnings:

- Reflect on the process and capture key lessons to inform future innovation efforts.

How These Templates Work Together

The templates are designed to complement each other, supporting participants throughout their leadership journey:

1. **Pathway Poster:** Clarifies long-term vision and strategic milestones.
 2. **Stakeholder Care Map:** Builds trust and engagement with key stakeholders.
 3. **Values-Based Decision Canvas:** Ensures ethical decisions align with personal and organizational values.
 4. **Red-Flag Escalation Script:** Addresses challenges with professionalism and courage.
 5. **Ally Mapping Template:** Mobilizes support for initiatives and ideas.
 6. **Innovation Journey Guide:** Encourages creative problem-solving and adaptability in response to constraints.
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Outcome

These practical, easy-to-use tools empower participants to:

- Apply leadership skills immediately to real-world challenges.
- Build sustainable habits for long-term leadership growth.
- Drive organizational impact through thoughtful, strategic, and ethical actions.

By integrating these templates into their daily routines, participants not only develop as leaders but also create measurable value for their teams and organizations.

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