

APPENDIX E

BALANCE™ EMOTIONAL RESILIENCE CHECKLIST

THE BALANCE™ EMOTIONAL Resilience Checklist helps you stay grounded, centered, and emotionally aligned as a leader. Use this worksheet weekly or during moments of pressure, fatigue, or uncertainty. Check the statements that feel true today and use your answers to guide your next steps in self-leadership.

B—BOUNDARIES

- I protected my start and end time today.
- I said no to something that did not align with my priorities.
- I limited distractions and stayed focused on my commitments.
- I created space for rest without guilt.

A—ASSESSMENT

- I checked in with myself emotionally.
- I identified what was truly causing stress or pressure.
- I separated facts from assumptions.
- I was honest about what I need right now.

L—LEVERAGE

- I delegated tasks instead of carrying everything myself.
- I asked for help where needed.
- I used the tools and resources available to me.
- I focused on the work that creates the most impact.

A—ALIGNMENT

- My actions today matched my values.
- I stayed connected to my purpose, not my fear.
- I made decisions based on clarity, not urgency.
- I led in a way that reflects who I want to be.

N—NURTURE

- I took time to rest, refuel, or recover.
- I treated myself with kindness.
- I engaged in something that brings me joy.
- I protected my mental, physical, or emotional well-being.

C—COMMUNICATION

- I communicated clearly and calmly.
- I listened without interrupting.
- I expressed expectations or needs directly.
- I practiced patience in challenging conversations.

E—EVALUATION

- I took time to reflect on my day.
- I identified what went well.
- I recognized what I want to improve tomorrow.
- I made one small adjustment to support long-term growth.

EMOTIONAL RESILIENCE SNAPSHOT

What stands out to me today?

LEADERSHIP ALIGNMENT STATEMENT

Write one sentence that captures the mindset or intention you want to carry forward?
