

## Working with Autonomy – Build Your Own Worksheet

Build your own worksheet. Ask yourself the most important questions you can think of related to autonomy, and answer them.

Question: \_\_\_\_\_

Answer

Question: \_\_\_\_\_

Answer

Question \_\_\_\_\_

Answer

Question

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Answer

### **Working with Autonomy – Choose Your Own Adventure**

Use the time available to do your own exploration of autonomy in your own way. Just be prepared to share how you used your time with your group when it comes time to debrief.

## Working with Autonomy

What are the areas in your job where you already have autonomy?

What results have you been able to achieve with that autonomy?

**Tip:** Make sure your boss knows you appreciate the autonomy you have and what you have been able to achieve as a result.

What is an area of your job where you would like to experience greater autonomy (Ex: I'd like to be able to work from home from time to time)?

What would you be able to accomplish with this additional autonomy?

Continued overleaf ...

What would you do with a “Fedex Day” (see pp. 90-91)? Can you ask for one?

Create a plan for negotiating with your supervisor and/or teammates for greater autonomy. (See pp. 176-177). (Disclaimer: Your trainer favors explicit negotiation, while Pink favors being “strategically subversive.” Your mileage may vary.)

## **Working with Autonomy**

How would you describe the level of autonomy of your team?

What are the organizational obstacles you see in granting your employees more autonomy?

Do you have any anxieties or fears about what would happen if you granted your team greater autonomy? What are they?

Skim the options for increasing autonomy in your workplace on pp. 162-174. Create a plan for implementing one of them, or develop a plan based on your own ideas.

A large, empty rectangular box with a thin black border, occupying the majority of the page below the text. It is intended for the student to write their plan for implementing an option for increasing workplace autonomy.





## Experiencing Mastery At Work

Think of a time when you were in the flow state at work – a time when you were having fun and doing a great job.

1. What information do you need to give your audience to set the scene? Where did you work, what job were you doing, who were your colleagues and customers, etc.

2. What was the challenge, problem or conflict you were facing? What was the problem, and what was its impact? What was at stake? What would failure or success mean?

3. What did you do to respond to this situation? What was the impact of your actions on your colleagues and customers?

4. What were the **outside** conditions that made it possible for you to be your best in this situation (Ex: my boss gave me the freedom to handle the situation as I saw fit).

5. What were the **inner** conditions that made it possible for you to be your best in this situation (Ex: I adopted a learning mindset, or I gave myself positive suggestions about my abilities)

6. What can you do to create one more opportunity to experience the flow state at work? What conversations do you need to have with your supervisor or teammates to create the right outer conditions? What techniques might you use to create the right inner conditions?

## Helping Your Employee Experience Mastery

1. Describe your employee's finest hour – a moment when they were at their best.  
(**Tip:** Make sure your employee knows that you noticed this and appreciate it.)

2. What strengths or aptitudes did they show?

3. What can you do to help them create another experience of mastery?

4. How can you adjust their role and responsibilities so that they play to the employee's strengths?

5. What elements of the "mastery mindset" does the employee already have (see pp. 118-125)? What elements may they need to develop?

6. Based on the information above, create a plan for helping your employee have more experiences of mastery.

## Connecting Your Work with Purpose

What would happen to your team if your position suddenly ceased to exist?

How does your team benefit if/when you consistently bring your best effort to work?

Who are the people that benefit from your service? What are the different ways in which they benefit?

Using your answers to the questions above, write one sentence that reflects your personal sense of your mission at work.

**Continued overleaf ...**

What is the link between this your work and Williams College’s Mission “to provide the finest possible liberal arts education by nurturing in students the academic and civic virtues, and their related traits of character.”

What are some ways that you can remind yourself of the purpose that you serve at work?  
What are some things you can do to contribute more meaningfully to that purpose?

## Connecting Your Employee's Work with Purpose

What would happen to your team if your employee's position suddenly ceased to exist?

How would your team benefit if your employee had consistently high performance?

Who are the people that benefit from the services of your employee? What are the different ways in which they benefit?

Using your answers to the questions above, write one sentence that reflects your personal sense of the mission of your employee.

**Continued overleaf ...**

What is the link between this employee's work and Williams College's Mission "to provide the finest possible liberal arts education by nurturing in students the academic and civic virtues, and their related traits of character."

How can you help your employee connect their work to an important purpose?