

Decision Making Tool

1. Does this _____ (activity, task, job, responsibility, commitment) fit with my goals?
2. Does this _____ (activity, task, job, responsibility, commitment) draw on my strengths?
3. Does this _____ (activity, task, job, responsibility, commitment) energize me?
4. Does this _____ (activity, task, job, responsibility, commitment) make a contribution to my organization, my community, my life, the world (or whatever the right scope is)?
5. Am I the only person who can do this _____ (activity, task, job, responsibility, commitment)?
6. Why are you asking me to take on this _____ (activity, task, job, responsibility, commitment)?
7. Do I care about the person who is asking me to do this _____ (activity, task, job, responsibility, commitment)?
8. Do I have the time to do this _____ (activity, task, job, responsibility, commitment)?
9. Do I have the skills (or am I interested in acquiring the skills) to do this _____ (activity, task, job, responsibility, commitment)?
10. If I do this _____ (activity, task, job, responsibility, commitment) what will I *not* be doing or what will it take the place of?

