July 15, 2020 Virtual Session

**Determining my Sphere of Influence**

Leaders are most successful at impacting real change when they focus on changing areas within their sphere of influence. When leaders focus on the things they cannot control, they have less capacity to focus on the things they can influence. When leaders focus on the things they can control and influence, their knowledge and experience grows, and so does their circle of influence. Review the definitions below and complete the chart that follows.

* Circle of Concern: This includes all of the matters you care about.
* Circle of Influence: This includes all matters you have direct influence over.
* Circle of Control: This includes the matters you have direct and full control over.

Complete the chart below to reflect on what/who you can and can’t influence in your workplace. Be sure to be very honest with yourself and check for any blind spots you might be overlooking.

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| --- | --- | --- |
|  | **Issues/Matters/Topics/Types of Decisions at Your Workplace**  (For example: the department budget, staffing for a specific role, or professional development) | **People/Teams at Your Workplace**  (For example: your direct report Susan, the hiring committee, a specific project team) |
| **Circle of Control:** Write down the issues you have control over and where you have direct decision-making capabilities. These are the ones you can just get on and manage. |  |  |
| **Circle of Influence:** Write down what/who you have the ability to influence at your workplace. Don’t limit yourself to areas you are in charge of, include areas in which you have even the smallest amount of influence. |  |  |
| **Circle of Concern:** Write down what/who you are concerned or interested in, but don’t have any direct influence or control. |  |  |

**Source:** These materials were adopted and quoted from NHS Lead Across London Leadership Toolkit