

# PURPOSEFUL ACCOUNTABILITY ACTION GUIDE

## ALIGN GOAL WITH PERSONAL VALUES

Use a rapid word recognition exercise to help determine your personal values and life theme. Think back to the three most meaningful experiences in your life. What words describe how you felt in each situation. Can you spot common words which might lead you to understand concepts or ideals which you value the most

Top three personal values:

Aligned Goal:

## CHOOSING A PARTNER OR GROUP

- STAY OPEN
- Chose someone who motivates you.
- Chose someone who cares for you and whom you trust
- Chose someone who understands the journey will have peaks and valleys.:
- Chose someone who's communication style is compatible with your own. Someone with whom you can openly set expectations and boundaries and who is available when you are.

## ACCOUNTABILITY AGREEMENT

### Accountability Agreement

This agreement is entered into by and between (Accountability Partner 1) \_\_\_\_\_ and (Accountability Partner 2) \_\_\_\_\_

Both Accountability Partners agree to hold one another accountable for the performance of the actions established by the specified dates and to provide reports as specified intervals detailed within.

Both Accountability Partners acknowledge that accountability without consequence is meaningless and agree to the following consequence for non-performance.

\_\_\_\_\_  
Both signatures indicate understanding and acceptance of this Agreement.

AP 1

AP 2

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

## AGREE A STRUCTURE

- Establish a meeting schedule
- Agree communication style
- Agree deadlines and consequences
- Establish a time to re-evaluate
- Utilize session guides or an agreed format or agenda

## SET EXPECTATIONS

- State your needs at the beginning of each session:
  - Today, I need a listening ear.
  - Today, I need advice on how to get unstuck
  - Today, I need to be challenged on my idea or path forward.
- Consider potential obstacles when forming accountability statements for the next session and adjust accordingly

## COMMUNICATION METHODOLOGY

- Pay attention - take mental and physical notes
- Agree communication style
- Get Clear. Talk Straight. Be Deliberate. Use affirming statements
- Provide encouragement when the path must change.
- Use expertise and lessons learned from past experience
- Tie an action step or plan to an upcoming check-in
- Take genuine concern in your partners journey