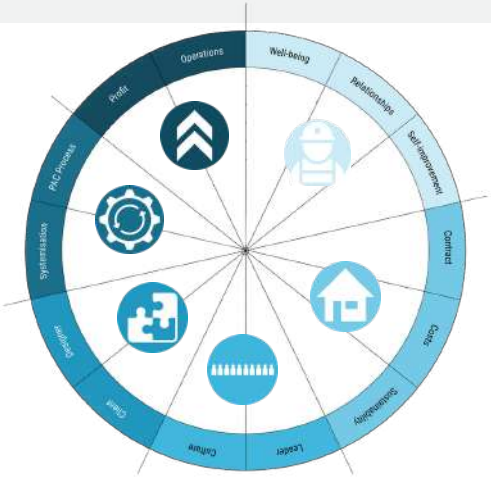
MISSION: LUNA 2024



MEMBER NAME:

TEAM NAME:

A-TEAM TASK:

OTHER TASKS

MISSION TALLY [COMPLETED TASKS TOTAL OUT OF 14]:

	W1	W2	W3	W4	
Well-being					Get into nature (bushwalk / beachwalk) 2 X Mission
Relationships					Surprise someone with a random gift / meal / act of kindness
Self-Improvement					Schedule your personal time into your calendar (weekly)
Contract					Create / Amend LLB 'Manage Variation or Extension of Time' system for your business (1 X mission)
Costs					Costs reviewed for most recent job, scaled for correct overheads and profit
Sustainability					Determine your business' sustainability priorities (low carbon / low waste / low VOCs / designing for orientation / passive solar, etc)
Leader					Listen to 3 X leadership podcasts • Daily Stoic, Ryan Holiday • Diary of a CEO, Steven Bartlett • The Learning Leader with Ryan Hawk • Connect, Inspire, Create by Carol Clegg
Culture					Organise a casual get together for your team / subbies etc
Client					Review 'Manage defects', create / amend for your business and create email templates
Designer					Project Sheet updated / created (2 X Mission)
Systemisation					Review 'Conduct a Weekly Team Kickoff', create / amend for your business and create Weekly team prep sheet, and schedule weekly team meeting (could just be after your weekly site meeting)
PAC Process					Review 'Conduct a PAC Meeting' system. Create for your own business and create your PAC Meeting agenda
Profit					Read / listen to Profit First book (Shawn Van Dyke's or Katie's?)
Operations					Watch the training session on Ai Tools.Experiment with an AI tool for your social media or website and share the results with your team.

Choose the task you'll commit to completing as your A-Team.
Check off your tasks as you complete them.
If you've previously done or completed any of the tasks that are not a Personal 6P, then you can add them to your Mission Tally and A-Team Score.

MISSION COMPLETE: **10 MAY 2024**

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