

how to become self-employed and thrive | session #4

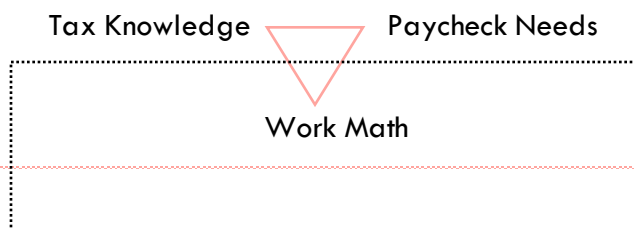
Course Review / Be a Great Boss / Safe Travels

Part 1 - Review and Q&A

- New Business* ___ Goal is to thrive ___ 5 Areas of business
- Set-up* ___ New Biz - Quick Start Guide ___ Pitfalls + strategies
- ___ You have a business, ___ Thriving Plan / Keep checking in
 take time to care for it

- Biz Chores* ___ Tax and license due dates ___ Other chores – sending in EQ\$, 1099s
- ___ Filing taxes - city, WA, IRS ___ Habits
- ___ Renewing biz license, PLLC, ___
 prof. license

- Number Tracking* ___ Different govt. bodies need different numbers
- + Money Garden* ___ Learn your requirements, set up system however you like
- ___ What numbers do you want to track?
- ___ Tracking systems: ___ Emotions, stories, approach
- Income + Expenses ___ Part of your job
- ___ Your interaction with it: ___ Even if you outsource it,
 Monthly or Quarterly Check-in need to understand, monitor, etc.



Open Q&A

Part 2 - Be a Great Boss

- ___ People quit managers, not companies ___ 2 You-s or more
- ___ Choose to be a GREAT BOSS ___ Protect the talent
- ___ Generally – set-up the job, equip the talent, solve problems as they come up, provide community, good paycheck and benefits, protection, care about growth
- ___ Comes over time – the more you work on your Boss + Talent relationship, the better it gets
- ___ Your happiness at work is important!
- ___ Top Places to start -
 Schedule, Pay, Ideal Clients, Set-up

Part 3 - Safe Travels

- ___ Check Pitfalls and Strategies
- ___ Custom Mini Map - Great Boss, Taxes, Money Garden
- ___ The promise of being self-employed
- ___ Safe Travels, see you around, keep shining!

Be a Great Boss - Menu

Mindset / Approach

- Worker happiness is important
- Must be cultivated
- Learn self-management skills
- Learn self-secretary skills
- Two you-s / Boss + Talent
- I want to be a GREAT BOSS
- Part of my job description
- Plan time during the work week
- My needs will change over time
- Notice my true responses, then adjust business
- Act, revise. Act, revise.
- If I'm nourished, rested, thriving, I can serve more people
- I can outsource to a coach, or meet-up group
- I will protect the talent
- How I work best ... may look different than other people, or how I did in the past
- Be the boss of your business (don't let it be your email box/clients)

Actions

- Create ideal schedule - weekly, yearly
- Define ideal clients
- Define the mix of work you'd like
- Choose rates to result in great paycheck
- Create work hours - when are you open/closed
- Put time into schedule for admin, money work, biz development, fuffer/catch-up
- Put self-care into weekly schedule
- Get the equipment and tools that you need
- Plan vacations
- Tune into Yes, No, Maybe
- Don't respond to requests right away, check in with manager
- Pay attention to what you like and don't like
- Record wants and desires
- Record irritations - watch for patterns
- Create policies - to protect the talent
- Find work buddies
- Get help when needed

When

Daily check-ins
Weekly staff meetings
Quarterly check-ins
Annual retreats
On-The-Go

Questions to keep in mind

What does my staff/talent need? To feel good in this job?
To feel successful? To want to stay?
How can I make my job easier? More enjoyable?
What equipment, tools, support do I need?
What are the roadblocks right now? How can I remove them?
What do I need, that I'm not getting?
What are some desires that are strong for me?