

The Intentional Life

Portland Executives Association

Dr. Randall L. Kinnison

Genesis Mediation



Some Simple Questions

- If money was not an issue, what would you do?
- What are three words (qualities) you want people to say about you at your funeral?
- A year from now, what are the three BIG things you want to accomplish in business?
- A year from now, what are the three BIG things you want to accomplish professionally?
- A year from now, what are the three BIG things you want to accomplish personally?
- How many hours do you work in an average week?

What Gets In Our Way?

TYRANNY OF THE URGENT



GENESIS
WE CREATE PEACE

What Gets In Our Way?

- WE DON'T PLAN
 - 80% don't have goals.
 - 16% will think about them, but not write them down.
 - 3% will write them down, but not look at them again.
 - 1% looks at them and uses them daily. They are the highest achievers in the world.

We have not identified our priorities or live by them.

What Gets In Our Way?

- We get distracted.
 - Email (6.3 hours, an average of 37 times daily, up to 28% of the workweek).
 - Phones (4.7 hours on average for adults). 40% have “Nomophobia.” The fear of being without your smartphone.
 - No boundaries with staff.

When we are not intentional about our time, we say YES before weighing the NO.

Principles of the Intentional Life

- Mission, Vision and Core Values Statements for your Business and Personal Life.
- Strategic Plans with SMART Goals.
- A System that Drives Goals into Daily Behavior.

Principles of the Intentional Life

- Mission, Vision and Core Values Statements for your Business and Personal Life.
 - Start with WHY (Simon Sinek).
 - Examples from my life:
 - Personal - I am living the mission of Christ with one degree of separation changing lives that will transform communities.
 - Business - I create peace and productivity to change lives that will transform communities.

Principles of the Intentional Life

- Strategic Planning with SMART Goals.
 - Alignment with Mission, Vision and Core Values.
 - Simple and Clear.
 - Driven through the organization. Every person understands how it shows up in his/her job.
 - Dashboard with SMART numbers tracking progress and creating accountability.
 - Open feedback loops and constant evaluation.

Principles of the Intentional Life

LIVING FROM THE IMPORTANT, NOT URGENT QUADRANT

IMPORTANT URGENT	IMPORANT NOT URGENT
NOT IMPORTANT URGENT	NOT IMPORTANT NOT URGENT

Principles of the Intentional Life

- Creating a System.
 - KISS (Keep It Stupid Simple)
 - Key Elements:
 - Distilled to ONE PAGE to easily communicate and track.
 - Cascades from one element to the next.
 - Priorities show up in weekly plan and time allotments.
 - Goals show up in daily behavior by priority and time.

Tools for the Intentional Life

- One Page Strategic Plan
- Quarterly Goal Sheets identifying major strategic goals.
- Weekly Template of the Intentional Life.
- Daily Accountable Scoreboard.
- Dashboard for progress and evaluation.

Time is like Money - You Need a Budget

We all have a 168 hours a week (24x7=168)

Randy's Week			
Sleeping	52	Admin	6
Eat/Shower	20	Repair	4
Spiritual	6	Sabbath	8
Workouts	6	Play	4
Writing	6	Journey	6
Mentoring	6	Networking	4
Reading	6	Play	4
Strategic	6	Sharlyne/Family	8
Book/ Business	4	Clients	12
Total	112	Total	56

Weekly Template

	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	
5:00 A.M.		Writing	Writing	Writing	Writing	SABBATH		
6:00 A.M.		Workout/ Devotions/ Breakfast	Workout/ Devotions/ Breakfast	Workout/ Devotions/ Breakfast	Workout/ Devotions/ Breakfast			
7:00 A.M.	Writing						DTOA	
8:00 A.M.	Workout/ Devotions/ Breakfast	Leadership/ Mentoring	First Burst	First Burst	First Burst		Workout/ Devotions/ Breakfast	
9:00 A.M.								
10:00 A.M.	Planning		Clients/Marketing	Clients/Mentoring	Clients/Marketing			DTOA
11:00 A.M.	See Mom							
12:00 P.M.		Clients	Admin and Clients	Clients	Work on House			
1:00 P.M.	Journey						Leadership/ Projects	
2:00 P.M.								
3:00 P.M.								
4:00 P.M.								
5:00 P.M.								
6:00 P.M.	House Church	Repair	Shar	Shar	Shar		Shar	
7:00 P.M.								
8:00 P.M.		Reading	Reading	Reading	Reading			
9:00 P.M.								

Summary: How to Live an Intentional Life

- Personal and Business Mission, Vision and Core Values
- Annual strategic plan for personal, professional and business life.
- Quarterly matrix of goals for business, professional and personal goals.
- Creation of Weekly Template and discipline of weekly planning.
- Daily planning flows from weekly plan.
- Dashboard for progress and evaluation.

“Life is what happens to us while
we are making other plans.”

Allen Saunders

“Teach us to number our days
that we may get a heart of wisdom.”

Moses



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