

SELF REFLECTION GUIDE FOR FOUNDERS

A 5-minute check in and reset



Treat this not as a performance review, but an honest pattern check.

Answer honestly, not aspirationally.

You're looking for signals, not perfection.

1. **Capacity vs Load** Right now, how does your capacity compare to what you're carrying?

- *I feel stretched but steady*
- *I'm often operating at or near my limit*
- *I feel consistently overextended*
- *I feel depleted more often than not*

2. **Cognitive Load** How "full" does your mind feel on a typical day?

- *I have space to think clearly and prioritise*
- *I feel busy but can still focus when needed*
- *My thinking feels fragmented or reactive*
- *I struggle to switch off or complete thoughts*

Signal to watch: When your thinking narrows, your decision-making usually follows.

3. **Emotional Baseline** What emotional state do you return to most often?

- *Grounded and steady*
- *Alert but managing*
- *Irritated, flat, or easily overwhelmed*
- *Numb, detached, or persistently anxious*

4. **Recovery** How effectively are you recovering from work demands?

- *I regularly reset and feel replenished*
- *I rest, but it doesn't always feel sufficient*
- *I struggle to properly switch off*
- *Rest doesn't seem to restore me anymore*

5. **Boundaries** How clear and protected are your boundaries?

- *I have defined limits and generally hold them*
- *My boundaries exist but are often flexible*
- *I regularly override my own limits*
- *Boundaries feel unrealistic in my role*

6. **Early Warning Signs** Which of these have shown up recently? (Select all that apply)

- *Reduced patience or increased reactivity*
- *Difficulty concentrating or making decisions*
- *Ongoing fatigue, even after rest*
- *Withdrawal from people or conversations*
- *Loss of motivation or sense of purpose*
- *Physical symptoms (sleep disruption, headaches, stress rashes, digestive issues, etc.)*

Remember: these are not weaknesses. They are data.

7. **Support** How supported are you in your role?

- *I have consistent, trusted support*
- *I have some support, but it's limited*
- *Support exists but I rarely use it*
- *I feel largely alone in this*

8. **Sustainability Check** At your current pace, how sustainable does your work life feel?

- *Sustainable*
- *Manageable short-term*
- *Unsustainable without change*
- *Already taking a toll*

Be honest about the trajectory, not just today. If your answers give you reason for concern, seek support.



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