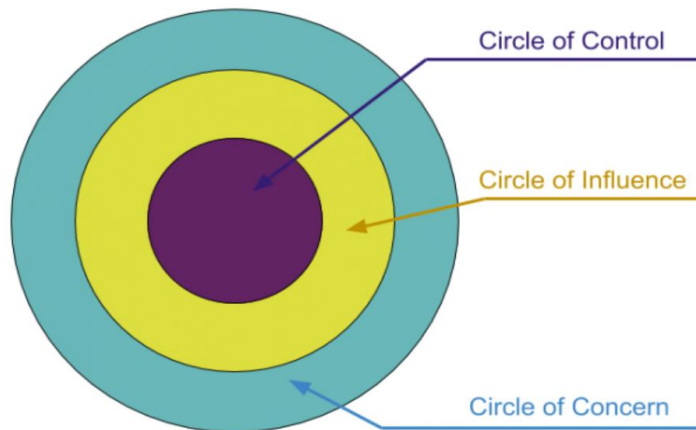


Circle of Control and Influence

So what is the Circle of Control and Influence? Well, in a nut shell, it helps you take responsibility for your concerns and how you can be more proactive, productive and happier. It can also be a useful tool to help you, either during times of uncertainty to consider what you can and can't control or influence or when a situation or incident arises so you can think about how to respond.

Let's look at this in more detail:



Our **circle of concern** (things that cause concern but we cannot influence). This could be either at work or anything else in your life. Some examples of this include: changes made by the government, a severe weather incident, or actions and behaviours of others but these could relate to anything including health, family, finances, the economy, national debt etc. Everything you include inside your circle of concern, are things that matter to you or might impact you.

Our **circle of influence** (things that are within our power of influence and we can do something about it by influencing others). Examples of this could be talking to someone about how you feel so that they change their behaviour, asking someone directly to take action or raising awareness of information or a situation that may result in others choosing to do something. Everything you include in your circle of influence, are the things that you can change indirectly through others.

Our **circle of control** (things that are within our control). Examples of this could be choosing to get more exercise, doing something good for the environment, changing your behaviour or talking to someone about how you feel. Everything you include in your circle of control, are things that you can personally take action on or towards and anything that is within your control to act.

Ultimately, this is about recognising that there are things you can take action on, some things you can influence others to do and some things that are out of your control so you can't do anything, but you can choose how you feel about those things.

Try it out...

The best way to start to use this tool is to draw 3 circles on a piece of paper (one inside the other) and then think of a situation that you would like to focus on, for example this could be improve your work/life balance or progress to the next role or improve your skills in your current role or even feel more control during the current covid pandemic.

Next, you write in each of the appropriate circles all the things that you can do or consider to control or influence that situation. Then in the outer circle, list all the aspects that are out of your control. Perhaps by using this process you can think more broadly about the things that others could do to help you as well as the elements that you may need to accept or choose to re-frame how you feel about them.

Action and reflection...

Take some time reflecting on the following questions:

1. Where are you currently spending the majority of your focus & time? In the circle of concern or in the circles of influence and control?
2. Are there any areas of focus for you, where this tool could help you to re-frame how you feel and focus on the aspects within your control?
3. Are you currently being as personally effective as you can in your life?
4. What strategies or tools could you use to help you focus on the things you can control?
5. What can you do today to expand your circles of Influence and control to build more positive energy in your life and at work?