

Self Reflection Worksheet

Name: _____ Position/Role: _____

Date: _____ dd / mm / yyyy

SECTION 1: ACHIEVEMENTS AND ACCOMPLISHMENTS

List three recent achievements or accomplishments, whether personal or professional.

SECTION 2: CHALLENGES FACED

Identify three significant challenges or difficulties you've encountered recently.

SECTION 3: STRENGTHS AND AREAS FOR IMPROVEMENT

Strengths: Reflect on your strengths and positive qualities.

Areas for improvement: Consider areas where you can improve or develop further.

SECTION 4: SIGNIFICANT LEARNING MOMENTS

Describe a recent experience or interaction that taught you something valuable.

SECTION 5: PERSONAL AND PROFESSIONAL GOALS

Set three goals for yourself, encompassing personal and professional aspects.

SECTION 6: SELF-CARE AND WELL-BEING

Reflect on your current self-care practices and well-being. Describe one self-care activity you plan to prioritize. Specify below:

SECTION 7: ACTION PLAN

Based on your reflections, outline specific actions you will take to achieve your goals and enhance your well-being.

SECTION 8: ONGOING REFLECTION

Next reflection date: Schedule a date for your next self-reflection session using this worksheet. This will help you track your progress and revisit your goals.: dd / mm / yyyy