



THE 5 STAGES OF THE CEO *feminine flow* EXPERIENCE

*The must-have framework for the
overworked female entrepreneur ready
to unlock effortless wealth and success*

**ENTER THE
EXPERIENCE**

Brought to you by:

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THE CEO FEMININE FLOW

This exercise is designed to help you, as an Empowered Queen CEO, focus on the essential areas where your presence and influence matter most. You will learn how to operate from a place of empowerment, ensuring your business thrives without requiring you to be involved in every detail. Your role is to lead with vision, innovation, and a deep connection to your team and network, while they handle execution.

As you read and reflect about the different sections, come back and fill in the columns below:

Strategy: 10%	CEO FEMININE FLOW: 80%	Reflection: 10%
		



Section 1: Strategy 10%

In the first 10% of any task, your primary focus should be on strategic leadership. Here, you set the tone, define objectives, and ensure your team's alignment with your vision.

1. Define Your Vision for the Project(s) at Hand:

- What is the long-term goal or intention behind this project/initiative?
- What values or principles should guide this effort?

2. Delegate with Precision:

- What aspects of this project can only *you* handle? (e.g., strategic direction, setting the culture, key relationships)
- What can be delegated to your team?

3. Clarify Expectations:

- What outcomes do you expect?
- How will success be measured?

4. Empower Your Team:

- What resources or guidance does your team need to execute successfully?
- Who is accountable for each part of the process?

5. Create the Strategic Plan:

- When mapping out the next year, quarter, or month, how will you focus on business culture, business development, and business innovation?
- What milestones will you oversee to ensure growth?

Reflection Prompt: What energy are you bringing to the start of this task? Are you rooted in confidence and clarity?

Section 2: CEO FEMININE FLOW, 80%

As an Empowered CEO, your focus is to work *on* your business, not *in* it. This means leading with innovation and vision, not being involved in the day-to-day operations.

1. What Can *Only* You Do?

- What are the tasks and decisions that require your unique insights, creativity, and leadership?
- How can you ensure your team is empowered to take care of the rest?

2. Be Discerning with Your Time:



- List three activities where your time is most impactful.
- List three activities you will delegate immediately.
- What are your non-negotiables in your personal life? Think: time with your family, self-care and rest. Create an exhaustive list, as these things should be scheduled and held sacred just like any other meetings on your calendar.

Reflection Prompt: Where can you be more discerning with your time, ensuring that you operate from a space of empowerment and vision?

Section 3: Reflection, 10%

In the final 10%, you bring everything full circle. Your role here is to review, ensure alignment with the original vision, celebrate the successes, and course-correct if necessary.

1. Review & Align:

- Is the final result aligned with your original vision and goals?
- What feedback can you offer your team to elevate future efforts?

2. Celebrate Success:

- How will you celebrate your team's success and accomplishments?
- How can you shine a light on team members who have gone above and beyond?

3. Identify Growth Areas:

- What worked well?
- What could be improved for next time?

Reflection Prompt: How can you ensure you bring a grounded, abundant energy to this final stage, elevating your team and reinforcing a culture of excellence?

Reflecting on Your Empowered Queen CEO Journey

- What changes can you implement immediately to step more fully into your role as an Empowered Queen CEO?
- How will you continue to refine how you move through your business, ensuring you stay in alignment with your vision and energetic power?



☀️ BONUS: CREATING YOUR IDEAL WEEK

Step 1: Define Your Categories of Time

Think about professional goals, personal commitments, family/relationships, and self-care.

Step 2: Identify Your Time Blocks

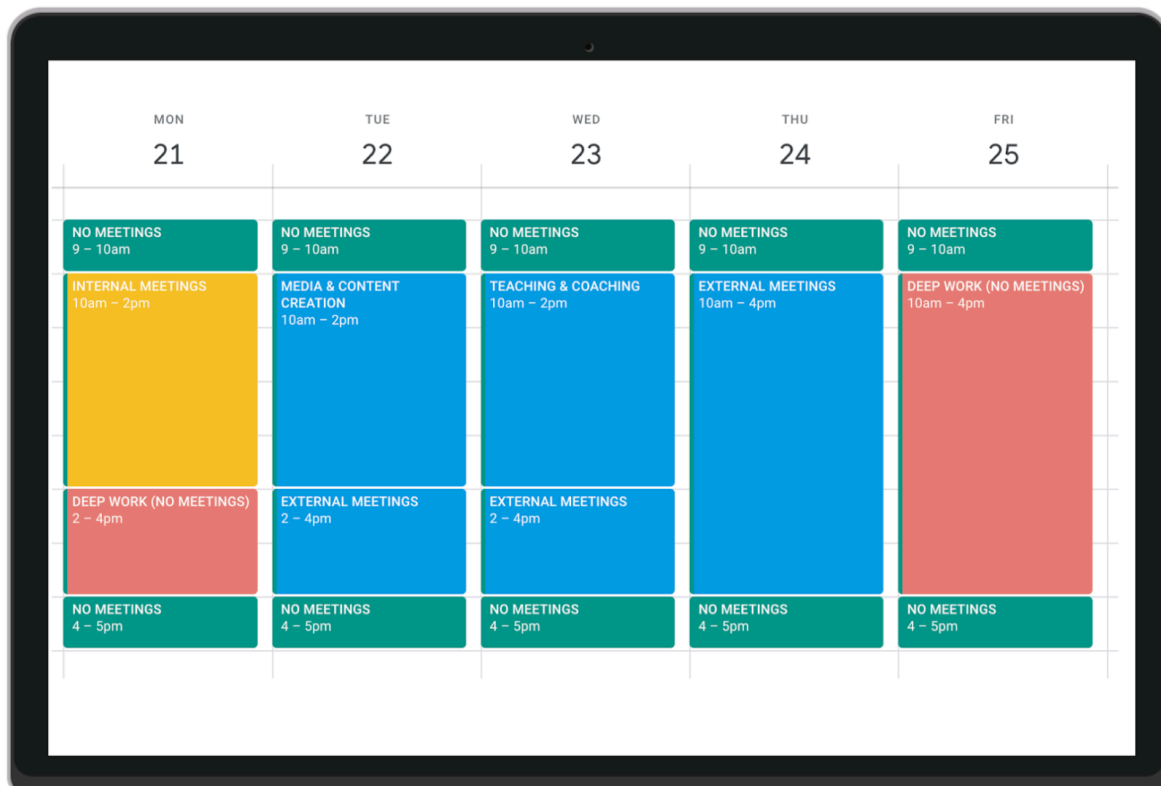
Determine how much time you want to allocate for each of these areas.

Step 3: Determine Your Energy Peaks

Identify the times of day and week when you feel most energized. This will help you schedule high-focus tasks during your peak performance windows.

Step 4: Create Your Ideal Week:

Taking all you identified above, fill out the template on the following page to create your ideal week. See an example (*my ideal week*, as seen in the video!) below!



MON 21	TUE 22	WED 23	THU 24	FRI 25
NO MEETINGS 9 – 10am	NO MEETINGS 9 – 10am	NO MEETINGS 9 – 10am	NO MEETINGS 9 – 10am	NO MEETINGS 9 – 10am
INTERNAL MEETINGS 10am – 2pm	MEDIA & CONTENT CREATION 10am – 2pm	TEACHING & COACHING 10am – 2pm	EXTERNAL MEETINGS 10am – 4pm	DEEP WORK (NO MEETINGS) 10am – 4pm
DEEP WORK (NO MEETINGS) 2 – 4pm	EXTERNAL MEETINGS 2 – 4pm	EXTERNAL MEETINGS 2 – 4pm		
NO MEETINGS 4 – 5pm	NO MEETINGS 4 – 5pm	NO MEETINGS 4 – 5pm	NO MEETINGS 4 – 5pm	NO MEETINGS 4 – 5pm



TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY



BONUS: AUTO-RESPONDER TEMPLATE

Utilize the following template to create your inbox auto-responder. Note that while this is an effective framework, be sure to make it your own and add your own personality to it. (For instance, mine is full of emojis and on-brand phrases—as seen in the video!)

Once you integrate this and draw this sacred line, you'll be amazed at the hours of time you get back in managing your responses!

Hi and thank you for your email!

Our business hours are [enter your details here], so I'll do my best to get back to you as soon as possible!

If you are a [priority client or type of individual] looking for assistance, email [support or general team email that they can reach out to immediately] and someone from our team will get back to you over there!

In the meantime, here are a few things that you might find helpful:

[list of relevant links to digital product, current program, podcast, resource, blog, or social handles]

*[signature sign-off or nod to your brand],
[your name]*

