

Page 60: PRIORITISING ACTIVITIES

AREA LEADER ACTIVITIES	NUMBERS ALLOCATED (FROM 1 to 10 [OR 12]) TO RANK EACH ACTIVITY (1 = most time spent)	NUMBERS ALLOCATED TO PRIORITISE ACTIVITIES (1 = greatest impact on results)
Planning and preparing for store visits		
Travelling to stores		
Store visits and one-on-ones		
Recruitment/vetting resumes and interviewing		
Reporting/KPI management		
Meetings with leaders and performing other support/head office functions		
Administration/emails		
Marketing/planning and executing local store activities		
Training/developing leaders		
Meetings with store managers/assistant store managers		
Other:		
Other:		