



# PICK YOUR FLEXIBILITY STRATEGY

Use this worksheet to explore ways you can make your business more flexible and sustainable during caregiving. These prompts pair with the examples shared during the session.

## RETAINER-BASED WORK

Prompts:

- Which services could shift from one-off projects to monthly or quarterly retainers?
- What would a sustainable retainer package look like for you?
- Which current clients might be a good fit?

My Ideas:

## AUTOMATION & BATCHING

Prompts:

- What tasks repeat every week or month?
- What can be automated or scheduled in advance?
- Where could batching save time and mental bandwidth?

My Ideas:

## COLLABORATIONS & OUTSOURCING

Prompts:

- What tasks drain you or disrupt your caregiving rhythm?
- Who could you collaborate with (contractors, partners, other entrepreneurs)?
- What is one small thing you could delegate monthly?

My Ideas:

## FLEXIBLE SCHEDULING & SEASONAL WORK

Prompts:

- When do you have the most energy or availability?
- Could your business shift to match natural ebbs and flows in your caregiving role?
- Where could you shorten your workday or stack tasks more efficiently?

My Ideas:



### One Flexibility Shift I Want to Try

Write one practical change that could make your business more adaptable.

[Blank area for writing a flexibility shift]