

THE PERKY ENERGY AUDIT™

Managing Energy for **Sustainable** Performance



Purpose

To help individuals reflect on how their energy is being used at work, and make intentional shifts to improve focus, performance, and overall wellbeing.



Outcomes

- Increased awareness of what energises and drains you
- Better alignment between effort, impact, and energy
- Clear, actionable steps to work more effectively and sustainably



Time Required

- 15–20 minutes for individual reflection
- Optional: 30 minutes for team discussion



Resources

- A quiet space to reflect
- This worksheet (printed or digital)
- Optional: A manager or peer to discuss insights and next steps

Best used regularly (e.g. monthly or quarterly) to maintain **energy** and **performance** over time.

1. AWARE : Where is your energy being invested?

Reflect:

- Which parts of my work consistently increase my energy and engagement?
- Which activities leave me feeling depleted or disengaged?
- When during the day am I operating at my highest and lowest energy levels?

Energy is a leading indicator of performance—not just a personal experience.

2. UNDERSTAND: What is driving this?

Look Deeper:

- What do my high-energy moments have in common? (e.g. autonomy, clarity, purpose, collaboration)
- What is contributing to low-energy tasks? (e.g. ambiguity, overload, lack of control)

It's rarely the task itself—it's the conditions around it.

3. REALIGN: Are you working in a sustainable way?

Challenge Yourself:

- Am I spending enough time on high-impact, energy-giving work?
- What is currently taking energy without creating meaningful value?
- Where can I simplify, delegate, or redesign how I work?

4. ACT: Make one intentional shift

Choose One Action:

- Protect time for high-energy, high-impact work
- Redesign or break down a draining task
- Set clearer boundaries around low-value activities

Small shifts in how you manage energy can significantly improve performance.

5. FINAL COMMITMENT

This week, I will intentionally:

Reduce _____

Prioritize _____

Protect _____

