BLINDSPOT TO BREAKTHROUGH

A Reflective Workbook for Leaders

You already know something isn't landing: a promotion that keeps stalling, a team that nods along and doesn't change, a decision that felt right but didn't play out that way. This workbook helps you see the pattern underneath it. Seeing it is step one. What you do next is where the real work and real results begin.

Squared Success Coaching | Teresa Gregory

WELCOME

Ever notice how the same kind of person keeps ending up on your team? Or how one idea gets championed in a meeting while a nearly identical one just... fizzles? Or maybe you've been "next in line" for something for a while now, and you can't quite put your finger on why.

Here's the thing: none of that is random. Your brain is wired to take shortcuts, and it started building them long before you ever led a team, hired someone, or made the case for your own next move. Those shortcuts are what we call bias, and they're not a character flaw. They're just biology doing what it's designed to do, helping you move fast in a world with way more information than anyone could ever fully think through. Handy, right up until they start quietly deciding who gets promoted, whose idea gets the nod, what "culture fit" actually means when we say it out loud, and which pattern keeps showing up in your own career without you ever stopping to name it.

That's what this workbook is for. We're going to go looking for those shortcuts, the ones running the show in your leadership, your team, and your own decisions. A few reflection prompts, a few short activities, and you'll start catching where your instincts come from, how they play out at work, and what's actually behind the patterns you keep bumping into.

Quick honest note before you dive in: this workbook will help you see the pattern. It won't fix it for you, no workbook does that, and honestly, neither does a training session. Seeing it clearly is the real first step, not the finish line. Think of this as your starting point, not your solution. And if something you uncover here feels like it needs a second set of eyes, that's exactly what a Strategy Call with me is for.

Take your time with this and go easy on yourself while you're at it. You're not doing this to feel bad about having biases, everyone has them. You're doing it so you can see clearly enough to choose differently next time.

- *Teresa*

ABOUT ME

I collaborate with HR leaders, business owners, and career-driven professionals to move past surface-level fixes and get to what's actually driving stalled teams, resistant cultures, and careers that feel stuck. As a Certified Myers-Briggs Instructor, I help people recognize the patterns and blindspots shaping their decisions, strengthen the relationships those decisions run through, and build the confidence to navigate change, because training alone was never going to get you there.

Step 1: Recognize that Everyone has Biases

Bias is part of being human. It doesn't make you a bad leader. It just makes you a leader who, like every other one, is due for an honest look. The first step is acknowledgment, not perfection.

Reflection Prompts:

What does the word "bias" mean to you?

Think about the last fast call you made, a hire, a promotion, a project assignment, a vendor, a new client, a partnership. What made the decision feel obvious in the moment? Did you ever circle back and ask yourself why?

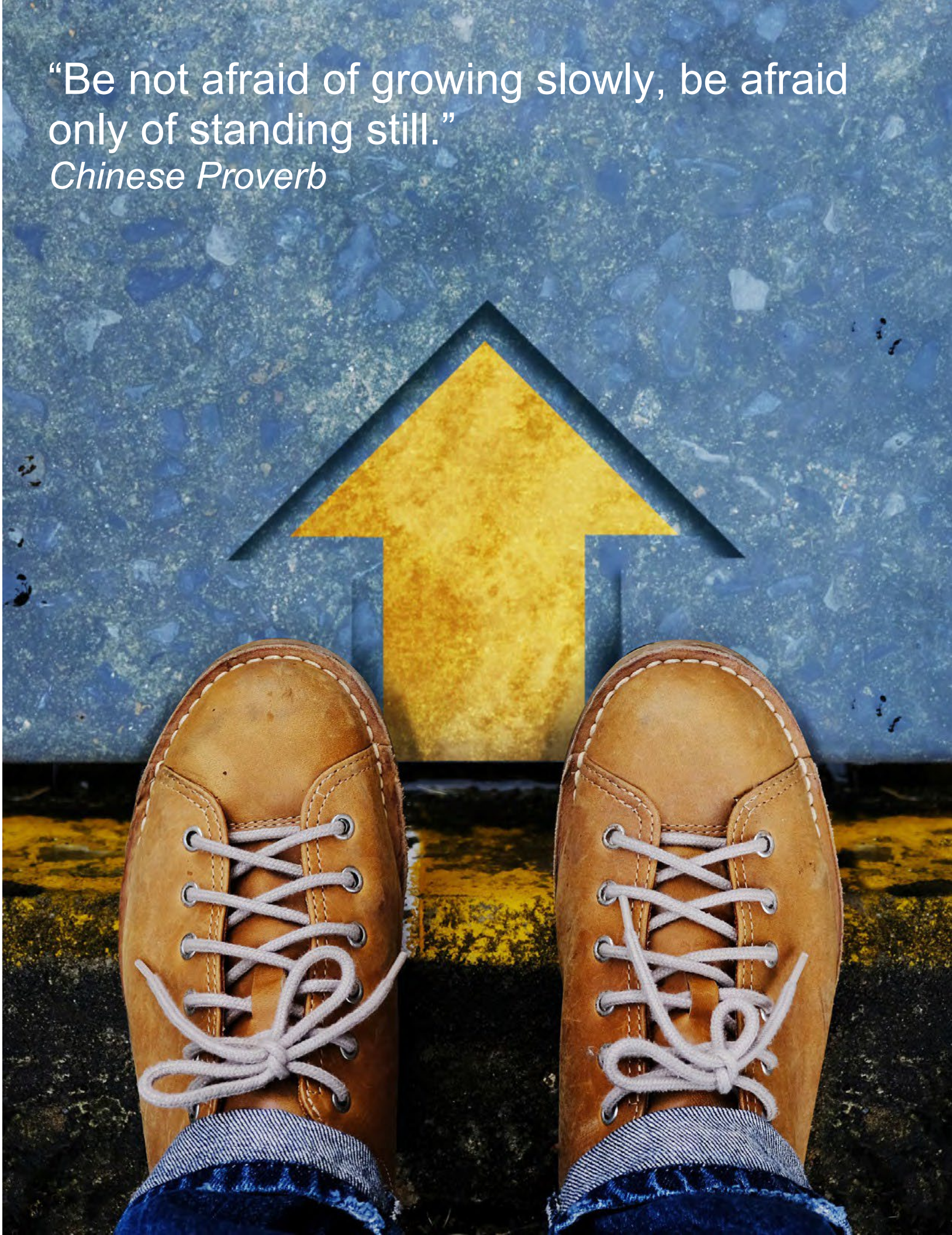
Where might bias be quietly showing up in your business right now? Think small: who gets the benefit of the doubt, who gets talked over in a meeting, whose pitch gets a real look, who you trust with the big client without a second thought.

Step 1: Recognize that Everyone has Biases

Bias is part of being human. It doesn't make you a bad leader. It just makes you a leader who, like every other one, is due for an honest look. The first step is acknowledgment, not perfection.

Activity: Bias Journaling

For the next three days, write down moments when you make a quick call about a person, a project, or a request: a yes, a no, a "not right now." Don't judge yourself, just observe. At the end of the three days, look for a pattern: is there a type of person or idea that consistently gets your fastest yes, or your fastest no?


“Be not afraid of growing slowly, be afraid only of standing still.”
Chinese Proverb

Step 2: Understand How Exposure Shapes Bias

We tend to prefer what's familiar. In a workplace, that preference quietly becomes policy.

Reflection Prompts:

Can you think of a time you chose something, a candidate, a vendor, a strategy, just because it felt familiar? What made it feel like the safe choice?

Who do you naturally tap for the high-visibility project, the big client, or the next opportunity? Would you make the same call if you didn't already know their name?

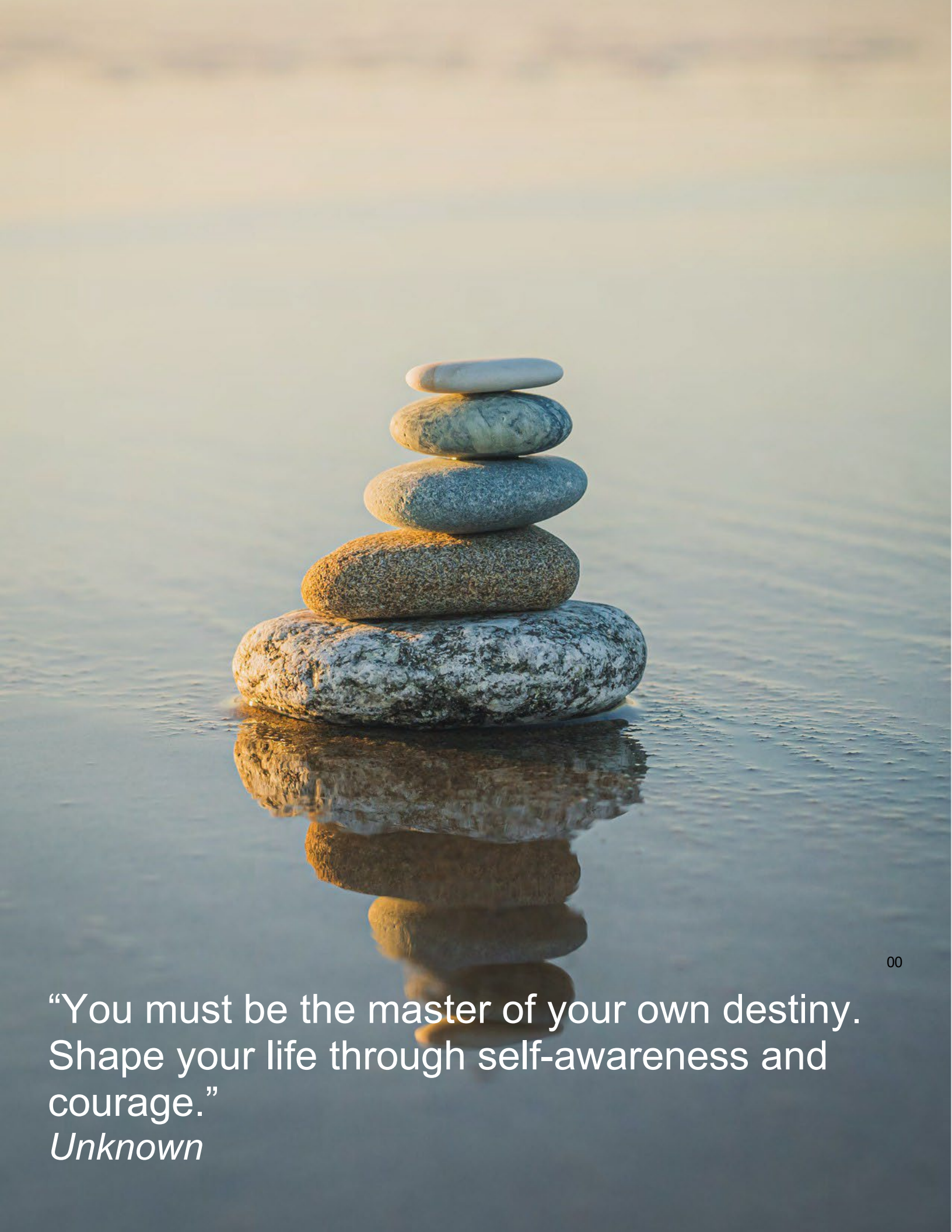
If you're the one waiting to be tapped for the next opportunity: whose radar are you on right now, and whose are you not? What would it take to get noticed by someone new?

Step 2: Understand How Exposure Shapes Bias

We tend to prefer what's familiar. In a workplace, that preference quietly becomes policy.

Activity: Unfamiliar Territory Challenge

This week, intentionally seek out a perspective from someone with a different background, working style, or communication style than yours: a colleague, a piece of writing, a recorded talk. Write about what surprised you and what it revealed about your own default preferences.



00

“You must be the master of your own destiny. Shape your life through self-awareness and courage.”
Unknown

Step 3: Identify the Sources of Your Biases

Our upbringing, environment, culture, and experience all shape how we lead, run a business, and build a career.

Reflection Prompts:

What beliefs were you raised with that might still influence how you evaluate people, whether that's a hire, a partner, or your own next move?

Who were your professional role models (bosses, mentors, even competitors), and what did they model about who "belongs" at the top?

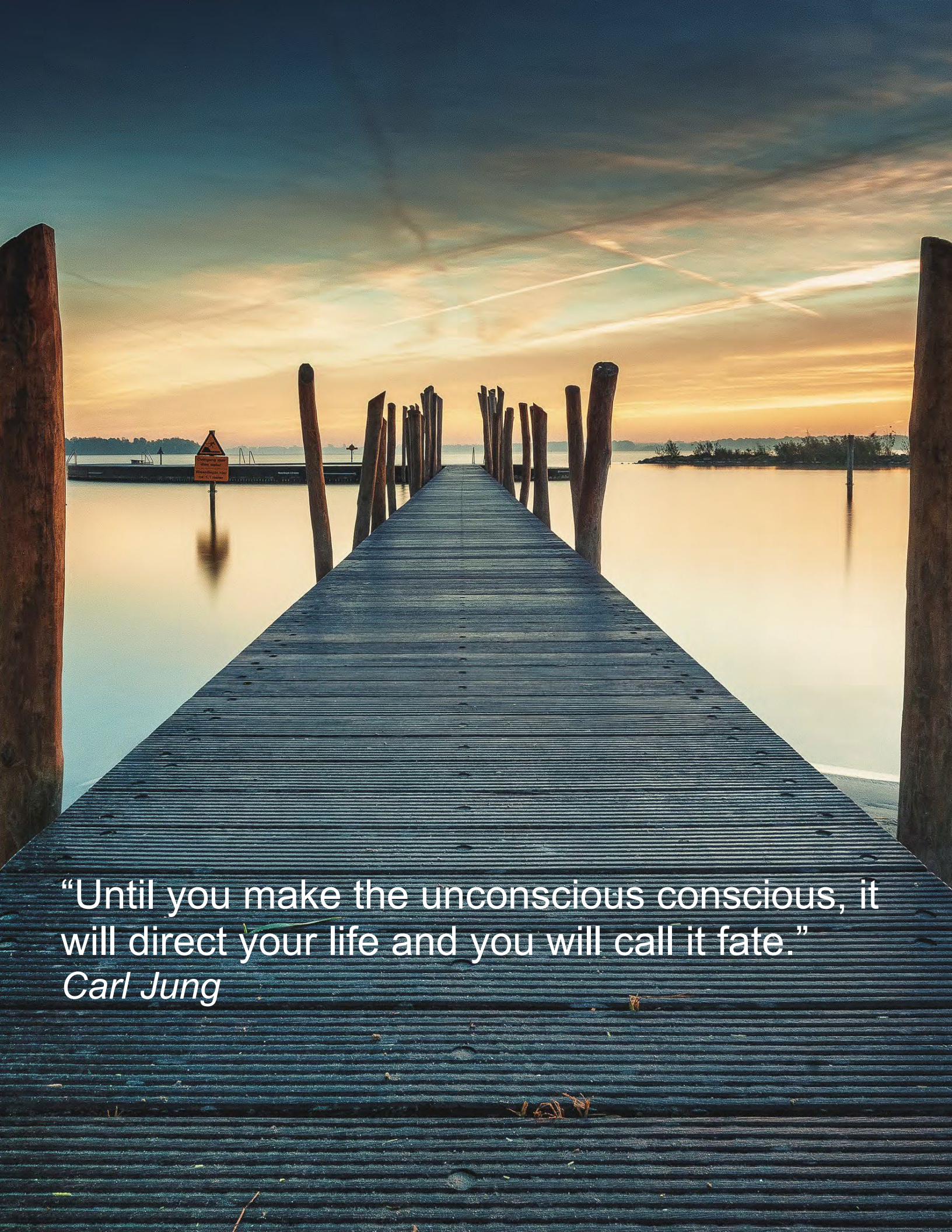
Think of the last person you promoted, passed over, or brought on as a partner or client, or the last opportunity you didn't pursue for yourself. What "gut feeling" drove that decision, and where did that gut feeling actually come from?

Step 3: Identify the Sources of Your Biases

Our upbringing, environment, culture, and experience all shape how we lead, run a business, and build a career.

Activity: Bias Mapping

Draw a "bias map" showing the areas that shaped you professionally (e.g., your first boss, your industry's unwritten rules, your family's beliefs about work, your education). Next to each, note the messages you absorbed about who gets ahead and who doesn't.


“Until you make the unconscious conscious, it will direct your life and you will call it fate.”
Carl Jung

Step 4: Differentiate Intention from Impact

What we mean isn't always what others hear. Good intentions don't cancel harmful impact.

Reflection Prompts:

Has feedback ever surprised you, from a direct report, a client, a colleague, or even a mentor, where your intent and their experience didn't match? How did you respond?

How do you typically react in the moment when someone tells you something you said or did landed badly, whether that's an employee, a customer, or someone giving you feedback on your own career?

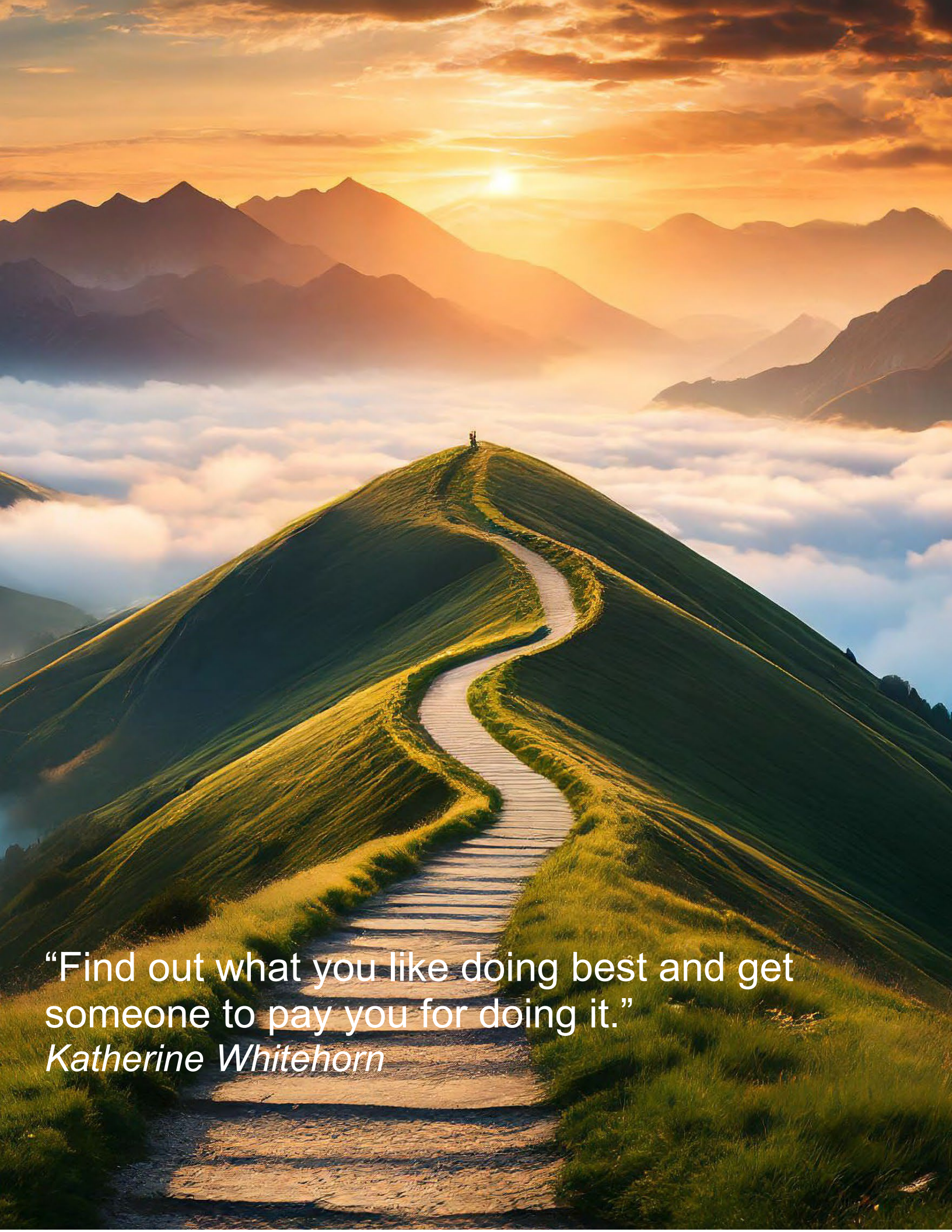
Step 4: Differentiate Intention from Impact

What you mean isn't always what someone else hears. Good intentions don't cancel harmful impact.

Activity: Empathy Replay

Think of a time someone gave you feedback about a comment, decision, or oversight that had an unintended impact. Revisit it in writing: what could you have said or done differently, and what might that person's experience have actually been?

?


“Find out what you like doing best and get someone to pay you for doing it.”
Katherine Whitehorn

Step 5: Commit to Doing the Work

Bias work is ongoing, whether you're leading a team, running a business, or building a career. It isn't about being perfect. It's about staying aware and staying in motion.

Reflection Prompts:

What's the one bias you want to work on this month, in how you lead your team, run your business, or see your own potential?

What does "doing the work" look like for you practically, whether that shows up in your role, your business, or your career?

Step 5: Commit to Doing the Work

Bias work is ongoing, whether you're leading a team, running a business, or building a career. It isn't about being perfect. It's about staying aware and staying in motion.

Activity: Action Plan Builder

Complete this statement, Over the next 30 days I will…

Learn about:

Challenge myself to:

Review or change one process, ritual, or decision point (on my team, in my business, or in my own career path):

Engage with:

Reflect on:

“Your life does not get better by chance, it gets better by change.”
Jim Rohn

Final Reflection

Activity: Reflection

- What was the most surprising thing you learned about yourself, your leadership, your business, or your career, through this workbook?

- What's one pattern you're ready to name out loud, instead of letting it keep repeating quietly?

Not sure which pattern is actually running the show? The free 5-minute quiz, Discover the Hidden Thinking Pattern Behind Your Next Breakthrough, is a good next diagnostic: www.squaredsuccess.com/quiz

Thank you for taking the time to explore this with me. If something here resonated, whether it's a pattern you finally saw clearly or a decision you want to make differently, that awareness is worth acting on while it's fresh.

Whether you have questions, ideas, or just want to talk it through, I'd love to hear from you.

READY TO TAKE THE NEXT STEP?

Book a free 30-minute Strategy Call: calendly.com/teresag-g2-c/coaching
Take the free 5-minute quiz: www.squaredsuccess.com/quiz
Email: teresa@squaredsuccess.com
www.squaredsuccess.com