

The Energy Drain Matrix

Powered by The Centered CEO

Inner Clarity for Strategic Impact

As a former CEO and Board Advisor, I leverage three decades of experience to guide leaders using the proprietary Clarity-to-Impact Model. This template is the first step to diagnosing and eliminating the activities that are sabotaging your strategic capacity.

Instructions: Complete the audit below by focusing on your typical work week. Identify the activities that truly build your energy versus those that create mental drain. The goal is to enforce **Systemic Restraint** and maximize your personal energy ROI.

1. Weekly Activity Audit

Rate each activity on a 1-5 scale. 5 = Maximum.

Activity/Task	Estimated Time Per Week	Energy Rating (1-5)	Drain Rating (1-5)
Project 1: (e.g. Board Prep/Report Creation)			
Activity 2: (e.g. Unfocussed Internal Meetings)			
Activity 3: (e.g. Deep Work/Strategy Planning)			
Activity 4: (e.g. Hight-Stakes Negotiation /Client Pitch)			
Activity 5: (e.g. Core Personal Capacity – Exercise/Reflection)			
Activity 6: (e.g. Low-Value Admin/Email /Slack Management)			
Activity 7: (e.g. Managing a High-Maintenance Peer)			



2. The Capacity Re-Design Mandate

Any item with a Drain Rating of 4 or 5 is a Strategic Liability. You must take action to protect your 10% Capacity Mandate.

Activity/Task (From Audit)	Drain Rating (4 or 5)	Strategic Action (Delegate/Talent Map/Resource Box/Eliminate)	Delegation/Elimination Target

Note: Delegation should prioritize team members whose Energy Profile aligns with the task (i.e., what drains you may energize them).

Ready to Build Your Strategic Reserve?

If this Matrix exposed an unsustainable gap between your demands and your capacity, your organization is vulnerable to a **Capacity Crisis**.

Initiate a Confidential Strategic Discussion to explore how the **Clarity-to-Impact Model** can stabilize your leadership and drive **Sustainable Impact**.