



The Art of Work

[WORKBOOK]

By Jeff Goins

Note *from* the Author

Hi and thanks for downloading The Art of Work [WORKBOOK].

This is a practical tool to help you get the most out of the book and online course so that you can make sense of your life and find the meaningful work you were meant to do.

You are welcome to go through it by yourself or with a group.
Enjoy!

Thanks,

A handwritten signature in black ink, appearing to read 'Jeff Goins', written in a cursive style.

Jeff Goins



What You Need to Navigate This Workbook

- A copy of the book, The Art of Work (the first part will reference specific sections in the book).
- A willingness to work.
- A pen and paper (feel free to print this off and write on it).

How to Use This Workbook

This workbook is broken up into two parts.

The **first part** is the action guide that will help you work through the book with a study group, another friend, or by yourself.

The **second part** is the accompaniment to the complimentary four-part video course you can find online at **artofworkbook.com**.

Each part includes an overview, questions for discussion or reflection, and a practical action step. I recommend you print this off and work through it with pen and paper.

Part 1

Action Guide

Introduction

Overview: The story of Garrett Rush-Miller illustrates how a calling isn't always something you can plan. In fact, how we respond to what life throws at us is often what determines who we become.

Questions: How has a negative circumstance in your life in some way led to a positive outcome? Do you think it's true that how we react to events determines who we become?

Action: Make a list of the hardest obstacles in life that you've had to overcome so far. Identify what mindset had to do with the process.

The biggest obstacle I ever faced: _____

What it taught me was: _____

My mindset at the time was: _____

Chapter 1

Overview: The story of Jody Noland shows us how pain can awaken us to our purpose. It also shows us that our entire lives are speaking to us. Before you can tell your life what you want to do with it, you must listen to what it wants to do with you.

Questions: When you look back at your life, is there a common theme you can identify? Are the events of your life speaking to you in some way? How could you respond?

Action: Create a “listen to your life” timeline. On the next page, plot significant events in your life, including your first job, important relationships, even times when you moved.

Significant Events



Chapter 2

Overview: The story of Ginny Phang shows us how even when we feel alone, there are people to guide us. Every story of success is a story of community. Although mentors are hard to come by, accidental apprenticeships are everywhere. Your life is preparing you for what's to come.

Questions: Are there people in your life who showed up at just the right time? Can you look back and see your own accidental apprenticeships? Who are the people in your life influencing you right now?

Action: Design your apprenticeship. Don't go in search of a mentor; instead, identify the mentors that are already around you. On the next page, make a list of people who can be part of your apprenticeship. For the ones you don't know, find someone who does and ask for an introduction.

Friends Who Can Encourage You

- _____
- _____
- _____
- _____

Mentors Who Have Done What You Want to Do

- _____
- _____
- _____
- _____

Peers You Can Learn from

- _____
- _____
- _____
- _____

Chapter 3

Overview: The story of Stephanie Fisher shows how we can sometimes practice the wrong things, whereas Martyn Chamberlin’s story illustrates how a calling can be something you may not have considered. Practice is the way we not only get good at something but discover whether or not we should be doing it at all.

Questions: How have you pursued the wrong thing in life? Have you ever succeeded in something that you weren’t passionate about? Was there a time when you tried a new skill only to discover you were naturally gifted at something you didn’t know anything about?

Action: Make a list of activities that could be your calling. Then place an “H” for hobby next to the ones you quit and a “V” for vocation next to the ones you didn’t. What does this tell you about yourself?

Hobbies Versus Vocations

- _____
- _____
- _____
- _____
- _____
- _____

Chapter 4

Overview: The story of Ben and Kristy Carlson shows how successfully pursuing a dream is less about taking a giant leap and more about building a bridge over time. You never “just know” what you’re supposed to do with your life. Discovery happens in stages.

Questions: How can you start building a bridge today that will lead to your calling? What’s one step you can take that will prepare you for your future? What are the skills and knowledge you need to be ready for the work to come?

Action: Identify discovery moments. Go back to that timeline you drew or redraw it on the next page. When were you affirmed for an ability or skill you had? Plot out moments of discovery you experienced when what you were supposed to do was more clear than it was before.

Discovery Moments



Chapter 5

Overview: The story of Matt McWilliams illustrates how failure isn't always an enemy but can be an ally that helps us get closer to our life's work. Don't push through obstacles; pivot around them. Let every mistake and rejection teach you something. Before a season of success, there often comes a season of failure.

Questions: How has something that initially looked like failure to you been the very thing you needed to succeed? What's something you feel like you're failing at right now? What might that be telling you about your calling?

Action: Identify the times when you faced an obstacle that forced you in a different direction. What did that tell you about yourself? Now, make a list of upcoming pivot points, changes you need to make to create room for your calling.

Pivot Points (Failures)

- _____
- _____
- _____
- _____
- _____
- _____

Career Changes to Make

- _____
- _____
- _____
- _____
- _____
- _____

Chapter 6

Overview: The story of Jody Maberry shows how your vocation is more than just a job. It is a portfolio of meaningful work that includes every aspect of your life.

Questions: What would your ideal portfolio look like? How much would you actually work, and what would you do with the rest of your time? Is there an area of your life—work, home, play, purpose—that you’ve neglected?

Action: Plan your portfolio. Instead of planning out your ideal week, focus instead on the next month. You have 30 days. How many do you need to work? How many days or hours are left for other activities? Go through the calendar and intentionally set aside time for home, play, purpose, and passion work that isn’t part of your regular routine.

Planning Your Portfolio

Work: _____

Play: _____

Home: _____

Purpose: _____

Chapter 7

Overview: The fictional account of Mr. Holland helps us see how the difference we make can sometimes be taken for granted. Your calling is not just what you do; it's the person you become—and the legacy you leave.

Questions: What is an example of a time when you were focused on a task when you should have been focusing more on relationships? If you were to have your own Mr. Holland moment, who would you want to be there to celebrate you?

Action: Share the work. Begin by making a list of people you could ask to become a part of your team. These can be people you hire for your business or organization, or it can be more informal like a monthly call or e-mail, sharing how you're moving toward your calling. Also, identify what people in whom you want to personally invest.

People Who Can Join You

- _____
- _____
- _____
- _____

People to Keep Updated

- _____
- _____
- _____
- _____

People You Can Mentor

- _____
- _____
- _____
- _____

Conclusion

Overview: Hemingway's story is a picture of the inevitable regret we face when we think our calling is just about the work. On the contrast, Ed Cathey's story is an illustration of how one man made a difference by investing in others.

Questions: How could you be more intentional about sharing your calling with others? What is the work that you will start but need others to finish? Who can help you, and whom can you help?

Action: Review all the workbook material, including the timeline and lists of people you can reach out to for help as well as those whom you can help. And get started creating your life's work today.

Part 2

Mindset Shifts

Mindset Shift #1:

Let Go of Expectations

Overview: Life isn't always what we expect. But sometimes that's not always a bad thing. We can end up with a life that is so much better than we ever could have imagined. Living with expectations can lead to three negative consequences: comparison, ingratitude, and apathy.

Questions: How have expectations been holding you back? Where in your life have you seen comparison lead to ingratitude and even apathy? How have some of the best things in your life surprised you?

Action: List situations when your expectations were dashed. How did you feel? How did you respond? What good came of those situations?

I expected:

But this happened:

And I learned:

Mindset Shift #2: Embrace Reality

Overview: The story of Eric and Garrett Miller teaches us so many lessons. In the last lesson, we discussed the mindset shift of expectations. In this lesson, we're going to move into something a little different. We're going to talk about embracing our reality. When we do this, it leads to uniqueness, gratitude, and action.

Questions: How has embracing reality helped you move on from disappointment in the past? How do your weaknesses make you unique? How could you begin to see your current challenges as opportunities?

Action: On the next page, list your limitations and brainstorm how these can, in fact, be strengths.

My Limitations

- _____
- _____
- _____
- _____
- _____
- _____

My Opportunities

- _____
- _____
- _____
- _____
- _____
- _____

Mindset Shift #3:

Decide What You Want

Overview: You have the ability to respond to the things that happen to you in spite of the odds and the challenges that life throws at you. You don't have complete control, but at the same time your path isn't set in stone.

Questions: Have there been times when life felt completely out of your control? What were they? What did you do? What could you have done?

Action: Be honest about what you want out of life. Focus on three areas: time, opportunity, and future. Use the next page to write this down.

I wish I had more time to:

I wish I had the opportunity to:

My ideal future would look like:

Mindset Shift #4:

Do It Afraid

Overview: Courage isn't the absence of fear. It's the willingness to act in spite of that fear. We're going to encounter all types of fears in our life. Big ones. Little ones. If we acknowledge them, we can learn to act anyway.

Questions: How has fear stopped you dead in your tracks in the past? What're you currently afraid of, when it comes to your vocation? What's the worst thing that could happen? Is it as bad as you imagine, or would you survive?

Action: Recall a time in your life when the worst thing possible happened and how you got through it. On the next page, list your current fears. Think of your worst-case scenario. Be honest about what you can do and commit to doing something.

My current fears are:

The worst thing that could happen is:

What I can control:

Thanks!

Thanks for going through The Art of Work [WORKBOOK]. I hope it helped you gain more clarity about what you are meant to do with your life and begin taking action.

Feel free to share this workbook with a friend or group. It's completely copyright free. You can print and distribute as many copies as you'd like. I just ask that you don't change any of the content.

I'd love to hear how this book and guide helped you. You can let me know by joining the community on Facebook here:
bit.ly/aowgroup.

And if you liked this process, you're going to love The Art of Work online course. Find out more at **artofworkbook.com**.

To you and the work you were meant to do,
Jeff