

# initiative:

recognizing and doing what needs to be done before i am asked to do it

## “Just do it.” -Nike

**Initiative n 1:** the power or ability to begin or follow through with a plan or task 2: a beginning or introductory step; an opening move 3: the lead

Good intentions alone will never get anything done. Great abilities alone will not effect change. Initiative is the decision to act, and it is by action that both intentions and abilities are realized.

Initiative equals action. When you recognize what needs to be done, don't procrastinate! Rare is the combination of skill and action. Initiative is putting action behind your abilities. Initiative is viewing one's time as a precious resource and investing it wisely.

Initiative is the conviction to see a need and be responsible for meeting that need. It is not enough to discern a family, company, or social need and assume that someone else will tend to it.

Rather than assuming that someone else will take care of it, take the initiative to do something about it!

To anticipate a need or a problem and prepare for it ahead of time is far superior to being taken off guard or playing catch-up. Good leadership is the ability to see farther down the road than others in order to have solutions in place before needs actually occur.

*“Work while it is called today, for you know not how much you may be hindered tomorrow.”*  
(Benjamin Franklin)

*“The man who is prepared has his battle half fought.”*

(Cervantes)

*“Economy does not consist in saving the coal, but in using the time while it burns.”*

(Solomon Ibn Gabirol)

## initiative vs. idleness

Don't idle your way through life, step up! Take the initiative to get done what needs to be done, and you'll feel great for doing so.

Taking initiative is what accomplishes tasks, because without it, it's just an idea with no action.

### Initiative is:

doing what is right before being told

not putting off until tomorrow the things I can do today

being a part of the solution rather than the problem

contributing to the success of the whole team

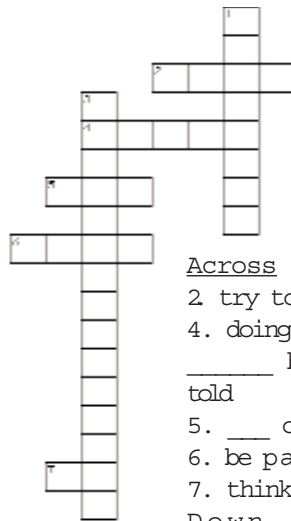
looking for ways to help others

## Don't waste time - get busy!



### Little Moments. Big Magic.

Big Brothers and Big Sisters of Topeka, Inc. is here to help children reach their full potential through professionally supported one-to-one relationships. Take the "INITIATIVE" to get involved in a child's life through the Community Based or School Based Everybody Wins! programs. To find out more information about each of these programs, please call (785) 234-5524.



### Across

- 2 try to \_\_\_ others
4. doing what is \_\_\_ before being told
5. \_\_\_ on your ideas
6. be part of the \_\_\_
7. think and then \_\_\_

### Down

1. be a part of the \_\_\_\_, not the problem
3. putting off t asks for later

\*hint: look at the green box to the right for clues

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Topeka City of Character November 2005

## From the coordinator:

What are the hindrances to the character quality initiative?

- > Leaving unfinished projects and unnecessary clutter
- > Assuming someone else will do it
- > Laziness
- > Allowing busy-ness to interfere with responsibility
- > Waiting for the perfect time which never comes.

Why not go the extra mile today?  
Demonstrating true initiative requires many other character quali-

ties. Recognizing a need involves attentiveness, orderliness, patience and generosity. There are three ways in which initiative can be carried out: Recognize a need, find a solution and take action to fulfill the need. Another way in which you can demonstrate initiative is to praise someone for doing the right thing. Taking the initiative to go the extra mile for someone else is one of the most sincere forms of praise, it says to another person, "You are worth my support!"

*Dawn Wright,  
Topeka City of Character  
Coordinator*

## Sponsor for November's character quality initiative

**TARC's Mission: Enhancing the lives of people with developmental and related disabilities and their families, with service, support, advocacy and community involvement. Established in 1954 by Ethel May Miller and a group of committed and dedicated parents, TARC is a not for profit organization which provides**



**programs and services to babies, children and adults with developmental and related disabilities. Services and supports offered include: Children's Services, TARC Industries/Employment Services, Senior Services, Case Management Services, and The Assistive Technology and Adaptive Equipment Division.**

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**Good character is the key to success!**