

DECISION-MAKING PROCESS: WEIGHING THE RISKS OF ACTING AND NOT ACTING

STEP 1: Choose a specific action: Crossing the street to get to work

STEP 2: List risks of taking action

1. Twisting an ankle or falling as I step off the curb
2. Getting run over by a car
3. Dropping something in the middle of the road and not having time to pick it up because of oncoming traffic
4. Tripping as I step up on the curb on the other side

STEP 3: List ways to reduce or eliminate risks

1. Look down as I step off the curb, and step carefully
2. Look both ways before I start to cross the street
3. Pack my things carefully and securely
4. Look down as I step up on the curb on the other side

STEP 4: List risks of *not* taking action: (not crossing the street)

1. Loss of opportunities to collaborate with my colleagues face-to-face
2. Inability to work at my desk
3. Lack of physical presence for pastoral conversations
4. Loss of employment is a long-term risk

STEP 5: List ways to reduce or eliminate risks

1. Enhance capacity to participate in virtual meetings
2. Set up an extensive home office with all of the resources and paper files that are available to me in my employer's workspace
3. Keep in touch with staff members by email and text
4. Try to have pastoral conversations by phone or Skype
5. Find a job with parking on the same side of the street as the office

STEP 6: Decide: Carefully cross the street