



The 5-Minute **C Suite EI Playbook**

Self Leadership Series

How to Lead Daily in 5 minutes with Elevated Emotional Intelligence (EI) and Authenticity



EI for Progressive Time Deprived C Suite Leaders



Do you have 5 minutes to minutes to improve your EI?

Can you afford not to when “organisations that focus on both human capital development and financial performance are four times as likely to outperform their competitors financially”. McKinsey 2025.

Emotional intelligence (EI) a determining factor that separates exceptional leadership from average leadership and is much sought after in the world of high pressure high performance work.

In a high-speed, high-tech world, leadership is no longer about control. It's about connection, clarity, and consistent intention – Master EI to do this in 5 daily disciplines.

This 5-minute daily practice is designed for high performing Chief People Officers, CEOs, C-Suite and all senior leaders to lead with EI.

EI builds emotional clarity, intentional behaviour and authentic presence, it is the foundation of high-trust and builds high performance resilient teams.

El is defined as the ability to perceive, use, understand, manage, and handle emotions. People with high emotional intelligence can recognize their own emotions and those of others, use emotional information to guide thinking and behaviour, discern between different feelings and label them appropriately, and adjust emotions to adapt to environments.

Daniel Goleman, Psychologist and Author

5 Hard Truths

- 1 EI at its simplest is emotional strength and it is the early work of Abraham Maslow. Goleman captures it as 'in a real sense we have two minds, one that thinks and one that feels' - In today's complex world of work we need to master both.
- 2 Yes - Pressure is a privilege [Billy Jean King] but most of us find it difficult to manage.
- 3 Few excel at all 5 cornerstones of EI – Self Awareness, Self Management, Social Awareness Relationship Management and Stress Tolerance.
- 4 Overconfidence can reduce C suite ability to seek EI support – A recent study showed that those in need of EI, CEO's were least likely to seek help in it as they overestimated their abilities in it.
- 5 EI is essential in today's world of AI augmented work, it supports you in three core domains:
 - **Self-Awareness:** Know how you feel and why
 - **Self-Regulation:** Manage your emotions and responses
 - **Relational Intentionality:** Lead with consistency and clarity

5 Whys: Emotional Intelligence Now

Top executives we speak to are seeking practical, personal leadership tools that counterbalance the rise of AI, data overload, and burnout and accentuate their human interactions. According to Warren Bennis EI accounts for 90% of success at work. Emotional Intelligence (EI) is not a "nice-to-have". It's a strategic advantage. Multiple Studies show that there is a correlation between people with high EI and positive workplace performance: [Wang Hu 2011].

- 1 EI Builds self awareness and self regulation
- 2 EI Develops Resilience and anti-fragility
- 3 EI Helps deal with difficult people and complex situations
- 4 EI Builds Better Relationships
- 5 EI Develops Influence

The 5 Minute Daily Authenticity System

Use this 5-Step 5-Minute Discipline and Practice to lead with EI at the start of your day or to reset after a challenging moment.

1. Use the STOP Method Cultivate control before action (1 min)

- S** – Stop: Pause, even if only for 3 seconds
- T** – Take a breath: A slow, deep inhale
- O** – Observe: What am I feeling?
- P** – Proceed: In this context choose your next action with intent

EI Domain: Self-Regulation (Impulse Control, Stress Tolerance)

2. Ask 3 Strategic EI Questions Boost awareness and precision (1 min)

1. **What am I feeling right now?**
Label it clearly: Frustrated? Hopeful? Resentful? Proud? Overlooked?
Avoid vague labels like “fine” or “busy”. Acknowledge the ‘state’ you are in
2. **What triggered this?**
Was it a conversation? Deadline? Decision? Win? A belief you hold?
3. **How can I adjust my state or mood?**
What action today best aligns with my real values and the way I want to show up?

Example:

- “I’ll give honest feedback instead of staying quiet”
- “I’ll admit I don’t have all the answers”
- “Candour is honesty and trust in action”

EI Domain: Emotional Self-Awareness + Decision-Making

3.

Generate Your One-Line Leadership Intention Bridge your inner world with outward behaviour (1 min)

“Clarity is the antidote to anxiety.”

Brené Brown

Write one sentence connecting how you feel to a leadership behaviour:

- “I’m feeling tense > I’ll create calm by slowing my tone”
- “I’m uncertain > I’ll ask for input instead of faking confidence”
- “I’m energised > I’ll spread optimism in today’s town hall”

Track these in your notes app. Review them weekly

What patterns do you notice? *Remember we humans are
pattern forming and pattern seeking*

What surprised you?

What should you now use?

EI Domain: Authentic Expression + Empathy

4.

Build a 21 Day Emotional Intelligence Streak (1 min)

- Use the STOP method before key conversations
- Run the 3 questions each morning
- Think in Ink – write it down or use a notes app (builds accountability)
- Set and track one line leadership intentions daily
- Do this for 21 days to turn an intention into a mindful discipline

Optional Metrics to Track:

- Daily energy clarity (1 Low–5 High)
- Decision confidence
- Emotional tone of key interactions

**“Consistency breeds trust
in yourself and others.”**

James Clear

5.

Want to Embed EI Into Your Team? (1 min)

Micro-Moves for Team Integration:

- Begin meetings with a 60-second “emotional check-in”
- Ask: “What mood do we need to lead well today?”
- Model naming emotions and pausing before action

**“The most courageous act is still
to think for yourself. Aloud.”**

Coco Chanel

Elevate Your Emotional Intelligence

With Expert Support from the team at EQuita
Led by **Margaret Considine**

As a Chief People Officer, your leadership sets the tone for your entire organization. Yet even the most seasoned professionals face challenges in emotional intelligence, whether it's navigating conflict, influencing at the C-suite or stakeholder level, or supporting the pace of change.

Margaret Considine, internationally recognized for her work over twenty five years in emotional intelligence offers targeted guidance to help you build EI/EQ/EEQ whether from a targeted individual level or an organisation wide embedded culture level improving business impact exponentially.



To explore how Margaret and the team at EQuita can support you on this journey, please contact her EA to schedule a confidential, no-obligation introductory meeting.

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Or visit us online at www.equita.ie