



RECLAIM YOUR WORKDAY: BUILD THE SYSTEM. PROVE IT HOLDS.



High-Performance
Keynote Speaker
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How long could your team run before things fell apart? A day? A week? A month? Most people don't actually know the answer.

Most teams run fine until someone's out. A vacation, a leave, a two-week notice, and the cracks show up fast. Coverage nobody planned for. Knowledge that lived in one person's head *and left with them*. A system that was never actually a system, just a group of people improvising in sync.

Reclaim Your Workday builds the real thing first: a repeatable system for choosing what gets done, built around three tools: **Task Batching, Theme Days, and the Altitude Method**. Teams that have already moved past treating coverage as an afterthought will find this goes further: it stress-tests the system already in place against the moment it's actually tested.

Attendees leave with a plan that protects the organization when someone's out: real coverage, a documented bottleneck process, and a gatekeeper who isn't guessing. And their own part in making that plan hold: clean handoffs, the right people alerted, and a genuine disconnect, because the plan only works if the person who built it actually follows it.

Takeaways

- ✓ Tools to build a repeatable way to choose the right work first.
- ✓ The real stress test: how long could your team run before coverage gaps and lost institutional knowledge start costing you?
- ✓ A documented bottleneck process and a real gatekeeper, not guesswork, for when someone's out.
- ✓ Each attendee's part in keeping the system running: clean handoffs, the right people alerted, and a genuine disconnect, since the plan only works if they follow it.
- ✓ A live action plan built in the room, not a handout.

"If you're tired of feeling punched around by the demands of life and work, get ready for some truth bombs filled with actionable steps."
— Jeff Nischwitz, Director of Business Development

Format: Workshop or training.

Companion to the book: [Reclaim Your Workday: Sustainable Productivity Strategies for the New World of Work](#) by Marcey Rader.

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