

180: FORTUNE 500 ADVISOR ON WHY THIS ONE MINUTE WILL CHANGE YOUR WORKDAY | JULIET FUNT

EPISODE NOTES

Thank you for joining the *Craig Groeschel Leadership Podcast*! Great leaders don't just manage their time—they intentionally create space. It's not about doing more; it's about doing less of what doesn't matter, so you can excel in what truly does.

In this episode, Craig welcomes back Juliet Funt, a globally renowned keynote speaker known as the “Tough Love Advisor” to Fortune 500 companies and CEO of the Juliet Funt Group.

Through her practical, actionable insights, Juliet helps leaders understand that productivity isn't about cramming your calendar—it's about creating intentional space for the right things.

Create a Wedge

Burnout happens when we accept a certain level of chaos in our workplace, which Juliet calls *hallucinated urgency*. Rather than improving the daily experience, businesses often provide more wellness days or vacation time.

Juliet introduces the practical concept of creating a **wedge**—intentional white space inserted between tasks, meetings, or projects.

If your schedule feels overwhelming, start by adding 5-10 minute wedges. These small breaks aren't wasted time. You're using this time to reflect, recharge, and prioritize your thoughts so you can be more present for your team during the next meeting.

Make wedges your team norm. Your team's anxiety will decrease, relieving the stress of becoming a work martyr.

Juliet shares three simple practices you can implement to optimize your team's time:

1. **Rolling dismissal from meetings:** allow team members to leave the meeting once their contribution is done
2. **Create an “FYI/CC/Reply to All” folder:** all non-direct emails go to this folder, freeing up space for high-value emails only
3. **Asynchronous communication:** exchange content through voice memos or videos, rather than scheduling a meeting

Each of these tips and tools is meant to optimize time and express care for your team. As a leader, you also need to protect your time and be intentional about *how* and *when* you serve your team.

Avoid Executive Gluttony

Leaders love new ideas, but pursuing too many projects simultaneously leads to team burnout and diluted effectiveness. Juliet calls this “executive gluttony.”

Instead of trying to do everything, intentionally choose a few, high-quality projects. Go deeper and achieve greater impact by simplifying and prioritizing quality over quantity.

If you're leading up to an executive, Juliet suggests looking for metrics and asking "pain-producing questions" that would make them pause and consider the health of their team.

Cut Ruthlessly

Simplification consists of prioritization, improvement, and reduction—eliminating unnecessary work. Leaders who stop pushing low-value activities empower their teams to thrive.

Juliet highlights emails, meetings, reports, and unnecessary projects as prime targets for reduction. Juliet suggests practical solutions:

1. **Emails:** Teach your team to use a "yellow list."

Rather than sending an entire email, you note non-urgent communication to batch for later. These micro-wedges reduce strings of unnecessary emails and time.

2. **Meetings:** Teach your team to ask, "Do I add value to this meeting?"

You and your team decide who needs to be there, how long and how frequently these meetings will be, and do these meetings need to happen at all.

Many people have FOMO (Fear Of Missing Out) of content or FOMO of experience. For FOMO of content, make sure there are meeting notes or recordings. For FOMO of experience, the leader has to figure out how to give them a relational experience elsewhere.

3. **Reporting:** Eliminate anything that is not essential knowledge.

Regularly assess reports, questioning their frequency, detail, and necessity. It has to functionally or tactically move the business forward. If it doesn't, it's time to cut.

Start assessing each for cadence (i.e., weekly, monthly, quarterly, annually) and magnitude (i.e., richness, graphics or PowerPoint needed, simple talk, etc.).

"I am not infinite, but the work is."

People are afraid to pause, and many times they don't feel like they deserve white space.

Juliet Funt encourages us to say, "I am not infinite, but the work is."

We will all pass away, and the emails, meetings, and reports will still be there. It's incredibly important to find satisfaction and joy in your work.

Managing Challenges

With a famous dad and ever-changing family situation, Juliet learned to be in the spotlight and adapt to many different situations growing up.

Despite any challenges she faced in her personal and professional life, Juliet went on to become the Tough Love Advisor to the Fortune 500 companies.

Leader, remember this: if you're hitting a wall or facing an impossible challenge, it's in those dark seasons that develop the resilience to be faithful and successful in the next season.

DISCUSSION QUESTIONS

Here are exercises you can do to grow as a leader—ask yourself and your team these questions:

1. Which part of your weekly schedule feels most rushed, and where could you intentionally insert a 5–10 minute wedge to create breathing room?

2. When you inventory all your current projects and commitments, which one might you let go of or pause to focus more deeply on the highest-impact priorities?

3. What recurring meeting, report, or email thread is draining time without moving the needle, and how could you eliminate or redesign it to free up space for your team's most important work?

A MINUTE TO THINK

In *A Minute to Think*, productivity expert Juliet Funt reveals how reclaiming just a little space in your day can transform the way you work and lead.

Packed with practical strategies and eye-opening insights, this book shows you how to escape the chaos of busyness and make room for real thinking, creativity, and clarity. It's not about doing less—it's about doing what matters most.

If you're looking to lead with greater efficiency, you can find Juliet's book here: <https://go2.lc/LGMinuteToThink>.

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