

Ethical Decision-Making Action Plan Template

INSTRUCTIONS: Use this tool to reflect on real or hypothetical dilemmas and strengthen your ethical leadership practice. Spend 2–3 minutes on each section. Be honest, specific, and thoughtful. This is for your growth—not perfection.

Step 1: Identify the Ethical Dilemma

Pillar: Trust & Integrity

What's really going on here? What values are in conflict? Who is impacted?

 *Describe the situation in 2–3 sentences:*

 *What did you feel in your gut?*



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Step 2: Apply an Ethical Framework

Pillar: Fairness & Equity

How would each lens view this situation?

Option A: Four-Component Model

Use when the dilemma hits close to home and requires personal reflection, integrity, or courage.

1. Moral Sensitivity

Am I recognizing this as an ethical issue?



2. Moral Judgment

What is the "right" thing to do—beyond convenience?



3. Moral Motivation

Am I committed to doing what's right, even if it's uncomfortable?



4. Moral Action

What action must I take to follow through with integrity?



Use this model when:

- You're emotionally invested
- You feel conflict between your values and your role
- You need courage more than consensus

Option B: Kidder's Right vs. Right Model

Use when both options have merit and values are in conflict.

• What two "right" values are in tension?

Value 1: _____

Value 2: _____

• Apply Three Lenses:

- **Ends-Based:** Which choice creates the greatest good for the greatest number?



- **Rule-Based:** What if every program made this decision? Would it feel ethical?



- **Care-Based:** If this were my child or family, what would I want?



Use this model when:


- You're stuck between two "good" choices
- You're balancing empathy and fairness
- You're facing cultural or personal differences in belief




Step 3: Consider the Consequences

Pillar: Compliance & Accountability

How does this align with policy, licensing, or professional expectations?

 *What are the short- and long-term consequences of each possible action?*

 *Would this stand up to outside scrutiny?* ☐ Yes ☐ No


☐ Not sure — why? _____

Step 4: Choose and Communicate the Decision

Pillar: Courage & Transparency


Even if it's hard, even if it's unpopular—how will you lead with clarity and care?

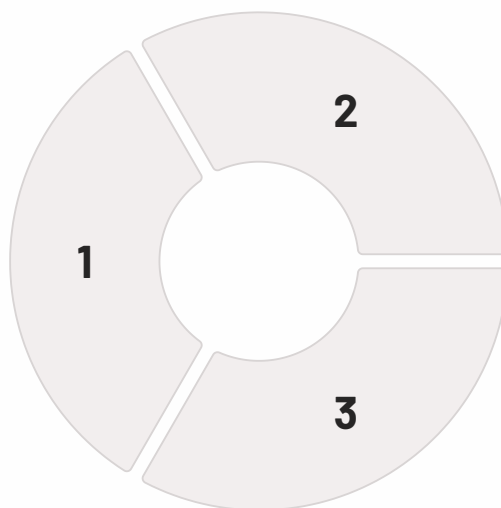
 *What action will you take?*


 *Who needs to know—and how will you explain it?*


Step 5: Reflect and Strengthen Future Practice

Pillar: All Five—Full Circle

 What did you learn about yourself?



 What systems, training, or habits could prevent this issue in the future?

 What's one thing you'll do differently next time?

Ethical Leadership Is...

A summary of key points:

1. Choosing values over comfort
2. Reflecting instead of reacting
3. Leading from the inside out

Want to make it a habit?

Hold a monthly **Ethics Reflection Circle** with your team using this tool and real scenarios.