

Health and Wellbeing

Problem Solving and Mediation

When a problem needs to be solved, or mediation is required, these processes are helpful:

1. Analyse the conflict: who is involved, what is happening, why?
2. Clarify your goals, what are you trying to achieve?
3. What strategies have been used so far? What has worked? What has not worked? Why?
4. Consider options. How else could the situation be approached?
5. Decide on a new strategy and action plan.
6. Determine what skills will be needed and work out if there are any skill gaps.

Well-being of self and others – the zone of fabulousness (if you've not read about it, here are some snippets)

Collective care requires individual responsibility for the wellbeing of self and others, within the context of community and inter-connection. Individual care occurs through strategies such as holidays, prioritising leisure, quarantining family time, creating work-life balance, setting boundaries around work e.g., work emails to only certain hours of the day. Self-care can only go so far; collective care is really what is needed for us to maximise our own and others' wellbeing.

Collaboration and cooperation are part of experiences that bring big joy, a community of collective care, where folk work together to support one another. We do some of our best work when we work together. So, let's try to join the zone of fabulousness, bolster one another, work in solidarity, devote ourselves to collective projects, be part of the solution not part of the problem, commit to looking after ourselves and each other.

The zone of fabulousness is created with a collective, co-created and occupied by many, our sustainability is inextricably linked with compassion for self and others. It is deliberate and ongoing no matter the conditions. Unlike the oxygen mask metaphor, the zone of fabulousness that supports our individual and collective well-being does not relate to something being wrong or missing, or there being an imbalance or issue with resilience. We strive for everyone to use their inner resources and practical skills to help themselves and those around them, so everyone is touched by kindness and compassion. You might already be in the zone of fabulousness; you might have been there occasionally; you might just want to give it a go; whatever, enjoy!

Time Management

Time is a finite commodity. We can spend a lot of time, and therefore money and effort, trying to work out better time management strategies. Alternatively, we could move away from it and try 5 SMART Steps.

Be self-aware:

- Become aware about what keeps tripping me up, getting in my way, robbing me of time
- What core values drive my behaviours and what would a value-driven day look like?

This will give me a baseline against which to reflect on my current time investment habits, and to benchmark against the improved behaviours I am about to implement.

MAP

Map three days in detail. Do a time audit to identify clearly where I spend my time from the moment I get up to the moment I go to bed – every call, conversation, email, meeting, social media event, distraction, interruption.

Until I know exactly in detail, where I currently spent my time, I cannot make helpful changes.

Analyse

Allocate every task to one category: Musts, Wants, Delegates, Rejects.

Calculate exactly my current time investment in terms of financial cost, opportunity cost, emotional cost, physical cost.

Categorising and costing my time gives me clarity to prioritise and focus on the right activities and the right time

Reframe

Decide which activities I can reject, delegate, outsource, do smarter/faster, ditch.

This process lets me find and harness hours of lost time.

Take Control

Lock in deadlines for implementing each changed behaviour or habit.

Work on this in my team to ensure success.