

WELLBEING AND RESILIENCE

CURATED LEARNING RESOURCE

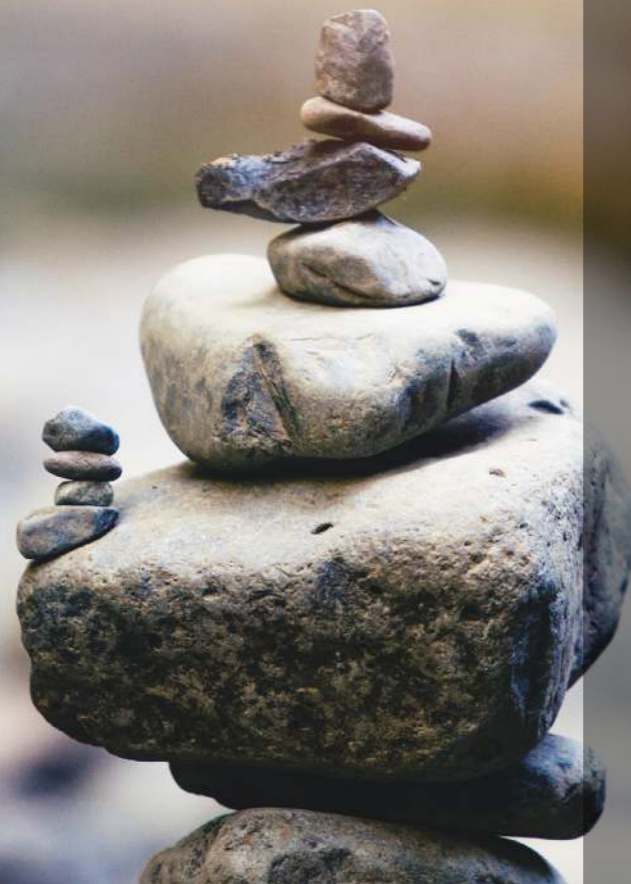
This set of resources has been curated for [CLIENT NAME] by Maximum Performance.

There are interactive links from this PDF to some 75 different resources – checklists, exercises, TED Talks, videos, apps, assessment tools, surveys and questionnaires, articles, podcasts, etc, etc. They're all from reputable sources (NHS, government, universities, charities, TED, etc). And they're all free to use.

For support on any of the issues raised, use the contact details given on the last page of this document.

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ACHIEVING BALANCE IN OUR LIVES

When we feel overwhelmed by how busy we are, it's easy to find ourselves off balance and not paying attention to important areas of our lives.

While we need to be focused on getting things done, we can often take this too far, leading to frustration and stress.

In order to rectify this, it helps to take a step back and re-evaluate our lives in terms of what's important.

The 'wheel of life' is a powerful and highly visual tool for looking at how we are living our life at the moment, before comparing this to how we would like it to be. (This approach was originally devised by Paul Meyer, back in the sixties, and has become one of the most popular tools in coaching practice today). We've structured this set of resources around our version of the wheel.

USING THE 'WHEEL OF LIFE'

1. **Identify key areas in your life**, usually between six and eight. As this resource is focused on wellbeing, we have chosen: emotional / mental, social, spiritual, occupational, financial, and physical wellbeing. It's purely your choice, depending on what's most important to you.
2. **Write these down on the wheel**, one on each 'spoke' as shown in our example.
3. **Evaluate each area**, in terms of the amount of attention you're currently paying to each area, on a scale of 0 (low) to 10 (high), marking a 'score' on the appropriate spoke.
4. **Join up the scores**. Now draw a straight line linking each mark to those either side of it. Does the life wheel look and feel balanced?
5. **Consider your ideal level for each area**. While it might be unrealistic to achieve a perfectly round wheel, large differences or 'dents' in your wheel may need to be 'punched out' by paying some areas more attention. Conversely, you might want to pull back in certain areas where you are putting in more effort that you would ideally like. These areas could be sapping energy and enthusiasm that may be better directed elsewhere.

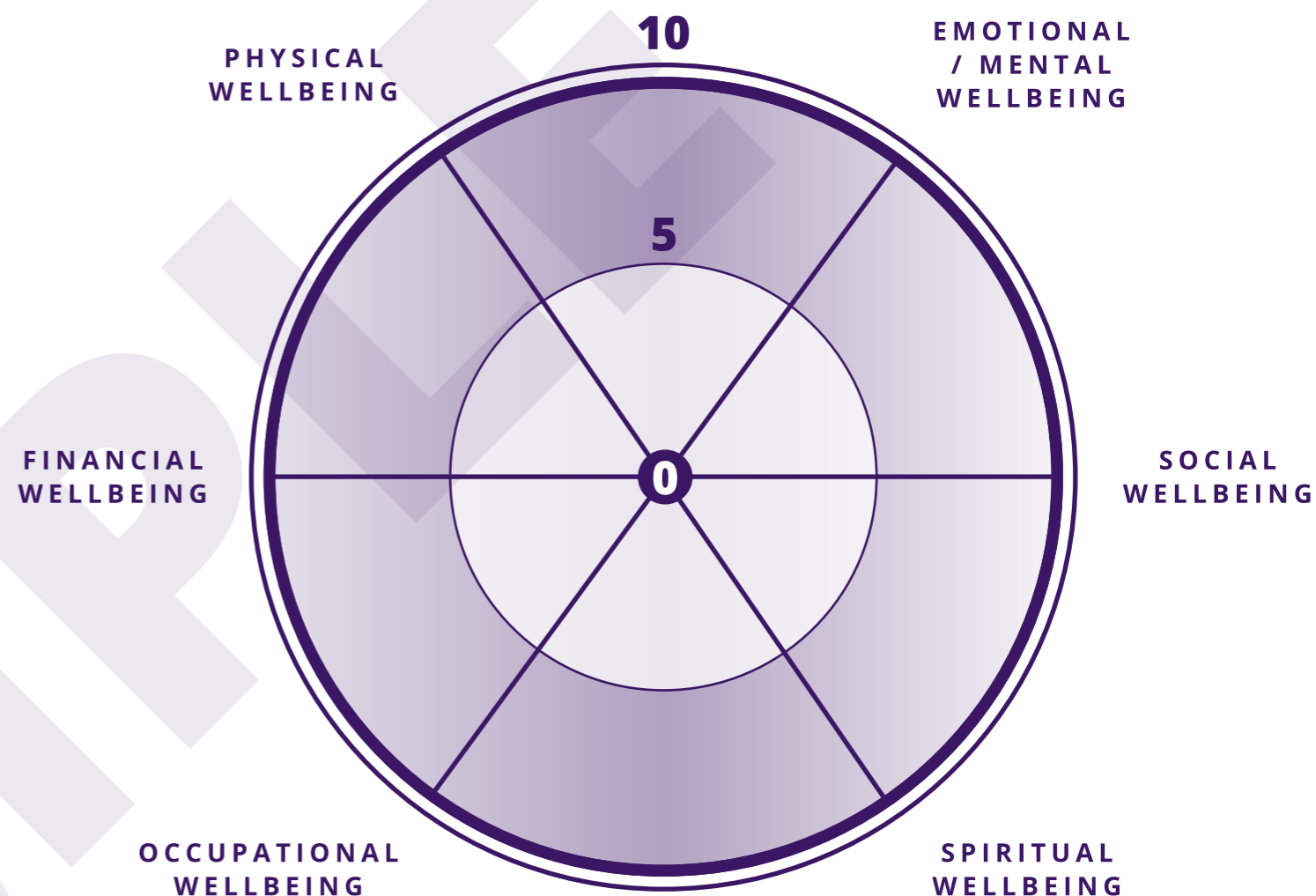
So, the question is: what would the ideal level of attention currently be for you in each of the areas you have chosen? Inevitably, this will fluctuate from time to time and you may need to make choices and compromises, as your time and energy are in limited supply.

6. **Take action**. Now you have a picture of the current situation, as well as your ideal life balance, where are the 'dents'? These are the areas that need attention.

Starting with the neglected areas, consider which things you need to start doing to regain balance. When looking at those areas that currently sap your energy and time, what can you stop doing, reprioritise or give to someone else to do? Get some ideas from this set of resources.

Finally, make a commitment to those actions by writing them down. If you decide to use a coach to help you with this, share your wheel with them.

THE WELLBEING 'WHEEL OF LIFE'



TOP TIPS FOR KEEPING YOURSELF WELL

- Prioritise self-care. Allow time for things that give you pleasure, eg, walking, listening to music, having a bath.
- Respect and work to understand your feelings, values and attitudes.
- Learn to manage your own emotions in a way that is constructive.
- Carry out daily appreciation of the things you're grateful for each day.
- Carry out a random act of kindness.
- Learn to manage your breathing and meditation.
- Develop grounding techniques for if you begin to feel anxious.



EMOTIONAL AND MENTAL WELLBEING

Stress is often seen as a part of modern life. We all have moods and emotions that fluctuate up and down. When pressure or stress becomes unhealthy, and our moods become stuck or fluctuate too much then our emotional and **mental wellbeing** can suffer. Find support ideas [here](#).

As well as impacting our lives and relationships at work and at home, stress can also **impact our bodies**.

TOP TIPS FOR STAYING MENTALLY WELL

1. Express yourself. Some people like to read, paint, game, walk. Do whatever it is that helps you to express yourself, it will help you to stay connected, to discover more about you, your identity, and the person that you want to become.
2. Distract yourself. When you are feeling immersed in a problem or situation, let yourself switch off for a bit. It may seem more manageable when you return. Distracting yourself is not a cop-out, but can be a reliable way to stop overthinking a problem when you are feeling stuck.
3. **Ask for help.** How would you feel if a friend asked for help, advice or just wanted to talk things through? Many of us would be pleased to be chosen to confide in. You may be surprised at how much better you might feel and how they have responded positively to you, as you would if the situation were reversed. **Talking to someone** can really help.
4. Learn to take time out and **relax**. People have lots of different ways of experiencing **self-care** or having downtime from the stresses of life. These can be the things that you stop doing when you start to feel low in mood, or stressed, as you forget to be kind to yourself. A hot bath, listening to music, watching a film, **breathe** and engage in hobbies, whatever it is, think about the things that help to keep you calm or more content, and make sure they are still in your routine.
5. Do something you enjoy. We are all unique and enjoy different things. You may not have found the thing that you enjoy yet, so try some different things out. You may have lost touch with activities that have given you pleasure in the past. Doing things you enjoy can help you to stay connected with some of the more positive aspects of life.
6. Remember your good points. We all have them, and none of us is perfect either. Look for evidence of your positives, it can help to balance out critical thoughts about yourself, which tend to increase when we are stressed.
7. Self-help. Use online resources and books that offer help and support, information and advice, or just give another perspective. Why not pop into your local library and check out their Self Help books?

You can listen to Diana Paige's personal story about mental illness [here](#).

Try the [Chill Panda](#) app

Try the [Catch It](#) app

Try the [Woebot](#) app

- If you're worried about your mental wellbeing and your mood, speak to your doctor. There's a useful quiz [here](#) as a starting point.
- [These strategies](#) can help you manage anxious feelings as well as 50 suggestions [here](#).
- If you're worried about an employee or someone you work with, [here](#) is an ACAS guide.
- You can download your Wellness Action Plan [here](#). Or if you're really struggling and feel you need to develop strategies to stay safe, this [free tool](#) can help you to do that.
- Follow this [online practical mood and self-help book](#) to improve your ability to manage your mental wellbeing.



OVERALL WELLBEING

Your physical and mental health are connected. By looking at your overall wellbeing in each part of your life and making changes in an holistic way you're most likely to strengthen your resilience and feel better.

DO YOU NEED URGENT SUPPORT?

SOCIAL WELLBEING

Some of us get our energy from time spent with others while some need to recharge with time alone. Regardless of which group you fall into, having a good support network and the ability to connect with others in a meaningful way is an important part of staying well.

There can be dangers in burning out through too much social interaction, the pain that comes from exclusion and the feeling of loneliness that can come from being new to town, recently separated or other life events. Learn how to manage loneliness [here](#).

TOP TIPS FOR IMPROVING SOCIAL WELLNESS

1. Contribute to your community – this can be anything from picking up litter, to volunteering for charity, doing sponsored acts to support charities financially or visiting people in local care homes
2. Take time out to socialise with others, join the local football team, a club of some sort, invite good friends over for dinner or go out for group walks
3. Organise company events and groups, a lunchtime walking group or a regular book club
4. Allow people in. Develop friendships that are meaningful and serve you well
5. Develop assertive communication skills that are neither aggressive or passive
6. Be authentic with yourself and with others

THE FACTS

- One [study](#) found the health risks of social isolation are comparable to the risks associated with obesity, smoking, and high blood pressure.
- A [2015 study](#) found employees with low levels of autonomy felt lonely, while [half of CEOs](#) feel lonely in their roles.
- In a 2014 [survey](#), 42% of respondents reported they did not have a close friend at work.

Find events at www.meetup.com
More ideas [here](#)

BUILD CONNECTIONS WITH EMPATHY

Try using the empathy skills.

Consider your social network. Try connecting with people you don't see as often as you'd like.

Join a group or club.

SPIRITUAL WELLBEING

Spirituality means different things to people. It could be your religion and beliefs, the values that you hold or your connection to nature. Losing touch with your spiritual wellness can negatively impact your overall feelings of wellbeing, but there are things that we can support you with to make sure that you retain it.

Having the opportunity to explore your values and purpose can be beneficial. Spirituality is individual, but generally can be defined as the search for meaning.

[Learn about meditation.](#)

TOP TIPS FOR SPIRITUAL WELLNESS

1. Take time for self-reflection; give yourself space to contemplate what matters to you and the world around you
2. [Practice gratitude](#)
3. [Volunteer](#) for local charity or support work
4. Spend time within nature; enjoy countryside or park walks, visit animal sanctuaries and [spend time outdoors](#)
5. Understand what matters to you and then taking part in activities that support those values
6. Use [positive affirmations](#)
7. Try using techniques from [mindfulness](#), meditation and yoga
8. Explore your values and feelings of purpose

WHERE TO START

- Find a local walk [here](#)
- Use calming music from the [NHS App Store](#)
- Find volunteering opportunities [here](#)
- [Here](#) are some relaxation exercises
- And mindfulness exercises are [here](#)



OCCUPATIONAL WELLBEING

This is about understanding what we want from our job, be it financial, purpose, value etc. Being aware of what, about our **work, fulfils us** is what this dimension is about.

If you're finding that work doesn't light you up like it used to then that can drain your energy and feelings of wellness. There is always a way to improve your feelings of occupational wellness. If you feel comfortable, share your feelings with your manager. Or you can use some of these top tips to improve your Occupational Wellness:

- Work out what you want in relation to work and work towards that – link to your life plan
- Increase your knowledge and skills to achieve your goals.

TOP TIPS FOR OCCUPATIONAL WELLNESS

1. Find positives and benefits in your current role – how will that help you achieve your end **goals**?
2. Assess how much your work fits with your values, interests and skills
3. Reflect on how supported you feel at work, if you feel it's not enough, seek support from those close to you to help **balance things**
4. Building social relationships with **co-workers** through general social activities
5. Manage your energy by talking about unhealthy **work stress** with your manager
6. **Seek support** on work stresses



OCCUPATIONAL WELLBEING

Take some time to reflect on your values and goals and write them down.

Identify the things that give and drain energy and try and rebalance.

Look at your time management, see if prioritising can help you enjoy your work more.

PHYSICAL WELLBEING

We all know we should probably eat more healthily. A healthy balanced diet, exercise and enough sleep – the traditionally accepted wellbeing elements. Maintaining your physical health has an impact on both the mind and spirit elements, as do the mind and spirit elements impact on physical. The entanglement of these dimensions means that they all need to be catered for and managed for a greater sense of overall wellness.

There is an array of examples of physical activity available that can support this dimension, ranging from light to moderate to intense exercise – swimming, cycling, stretching, team sports, walking, the list goes on.

WHERE TO START

- Try one of these **24 Instructor-led fitness videos**
- **9 Ways to get more active**
- Find a free outdoor gym **here**

TOP TIPS FOR HEALTHY EATING

1. Eating the right amount of food for how active you are
2. Eating a range of foods to make sure you're getting a balanced diet
3. Start each day the way you wish to continue. Evidence also shows that people who eat breakfast are more likely to maintain a healthy weight as it helps to keep you full and energised through the morning and it also provides you with essential nutrients.
4. Eat a healthy snack or meal every 2-3 hours. This will maintain your energy levels and fuel the body.
5. Keep hydrated and reduce caffeine, alcohol and foods that don't support your health.

Start small – make a commitment of one thing you will change and do it for three weeks. Long enough to build a new **habit**.

Having read the articles in this section, reflect on how you see your level of physical wellbeing and ways to improve it. Try the **Liva UK** app.

REDUCING TOXINS

One of the ways to increase your physical wellness is by reducing or quitting smoking. You can find your local service **here**.

Cutting down on alcohol is another way, with proven health and financial benefits. See how much you're drinking using the **Drink Tracker**.

FIGHTING FATIGUE

Try the **Pzizz** app.

We can all experience lack of sleep from time to time, sometimes we can't control it for example with jetlag or caring for children. Other times though we can take simple steps to improve our sleep which can impact on our overall wellbeing.

Learn about Sleep.

HEALTHY EATING

Eating a healthy, balanced diet is an important part of maintaining good health, and can help you feel your best. This means eating a wide variety of foods in the right proportions, and consuming the right amount of food and drink to achieve and maintain a healthy body weight.

FINANCIAL WELLBEING

According to a GreenPath Financial Wellness study, 71% of employees say their top source of stress is personal finances. We might be the best budgeters in the world, but things still come up that can blindsides us and it can be hard to focus if you're stressed about money.

Being able to plan ahead, develop a 'rainy day fund' and put money away in savings and pensions can all help. If you have debts it's important to listen to the advice of money expert Martin Lewis who says clearly 'no money problems are unsolvable'. There is always a way out of them. Help avoid the stress of financial burden by taking time to review and plan your money to help improve your financial wellness and overall wellbeing.

TOP TIPS FOR EFFECTIVELY MANAGING YOUR OWN FINANCIAL WELLNESS

1. Carry out a [money health check](#)
2. Set a household budget, and stick to it using the budget planner above
3. Open a savings account and budget to save
4. Reducing unnecessary spend, making your lunches, car sharing etc.
5. Track your spending
6. Contributing to the workplace pension to set yourself up for the future
7. Manage your debt by reducing interest rates and prioritising repayments

**PLAN YOUR BUDGET**

Take the time to log your income and expenditure to create your own budget.

Reflect on your financial goals and write them down.

If you are struggling with debt, reach out for [help](#).

RESILIENCE

'Resilience isn't about surviving the worst day of your life, it's for thriving every day of your life'

– Dr Rick Hanson

Taking steps to look after your wellbeing can help you deal with pressure, and reduce the impact that stress has on your life. This is sometimes called developing emotional resilience. **Resilience** is not just your ability to bounce back, but also your capacity to adapt in the face of challenging circumstances, whilst maintaining a stable mental wellbeing. Resilience isn't a personality trait – it's something that we can all take steps to achieve.

One of the ways you can help is by [reframing unhelpful thoughts](#) we have.

TOP TIPS FOR SELF-COMPASSION

1. Be mindful: Without judgment or analysis, notice what you're feeling. Say, 'This is a moment of suffering' or 'This hurts' or 'This is stress.'
2. Remember that you're not alone: Everyone experiences these deep and painful human emotions, although the causes might be different. Say to yourself, 'Suffering is a part of life' or 'We all feel this way' or 'We all struggle in our lives.'
3. Be kind to yourself: Put your hands on your heart and say something like 'May I give myself compassion' or 'May I accept myself as I am' or 'May I be patient.'
4. If being kind to yourself is a challenge, an exercise called [How Would You Treat a Friend?](#) could help.

VIDEOS

- [Cultivating Resilience](#)
- [Grit](#) – The Power of Passion and Perseverance
- [The Power of Resilience](#)
- [How to Fall Up](#) – Super Resilience
- [Mental toughness video](#)

MENTAL TOUGHNESS

A common term now in resilience, mental toughness is a measure of individual resilience and confidence that may predict success in sport, education and the workplace.

Forbes Magazine laid out the [13 Habits of Mentally Tough People](#).



PROBLEM SOLVING

As well as wellbeing, energy, social support and strategies for staying well – one factor for resilience is the ability to problem solve. To be able to see a way out of a situation and identify opportunities and hope for the future.

[Problem solving ideas.](#)

RESOURCES TO BUILD RESILIENCE

There are signs your resilience is being affected. These include:

- Feeling anxious or stressed
- Having difficulty overcoming problems
- Struggling to cope with change
- Working longer hours
- Not finding the time to do things that are important to you
- Health problems
- Finding it hard to be positive

You can find out more [here](#).

By following a lot of the wellbeing content and resources you can build your resilience. If you would like to learn more, here is the [6 Domains of Resilience](#) to help you focus.

There are a huge range of resilience tools [here](#).

You can start building your resilience with this [free resilience building tool](#).

If you'd like support for your wellbeing and resilience, you can contact:

[SIGNPOST HERE YOUR INTERNAL RESOURCES]

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