

Mindful at Work

Changing the way you work



My Off Switch 8-week Programme

Incorporating simple mindfulness practices into daily routines to change the way you work.

For groups and teams experiencing change and uncertainty in a face-paced workplace environment.

Combines mindfulness and coaching to build resilience, embed positive behaviours, and transform workplace culture.

Workshop (1/2 day) Commences with a face-to-face workshop, or alternatively 3 x 1-hour virtual sessions:

- » How constantly being busy and feeling pressured increases stress and mind wandering
- » The impact of chronic stress on physical, mental, and emotional health (internal commentary is more likely to be critical, defensive, controlling, inflexible and reactive)
- » Neuroscience - how mindfulness regulates attention and emotions
- » How mindfulness counterbalances our innate negativity bias, allowing our inner commentary to be more open, accurate and flexible
- » Debunk common myths and misconceptions about mindfulness
- » Differentiate between formal and informal mindfulness practices
- » Practice mindfulness by experiencing mindfulness
- » Choose a leadership quality for self-development
- » Design a mindfulness strategy that works for you

Followed by 7 weekly masterclasses (1.5-hours per week face-to-face, or virtually) merging mindfulness with new behaviours to build resilience, increase engagement, and change workplace culture. (see over page)

Learning how to manage your attention is like a bicep curl for your brain.

Masterclasses x 7

1. Managing Autopilot (showing up at work)

- » Compare the impact of mind wandering with the benefits of being present and engaged

2. Metacognition (power of choice)

- » Put the thinking mind in perspective - not taking thoughts personally, and seeing emotions as transient

3. Getting Perspective (seeing what's there)

- » Open to not knowing, seeing with fresh eyes, gaining clarity, and shifting perspective

4. Building Great relationships (we're all in this together)

- » Connect with yourself so you can connect with others; build compassion, empathy, and kindness through intentional mindful communication

5. Being Like Teflon (responding versus reacting)

- » Embrace change, own difficult emotions, and interrupt 'career limiting' reactions for values aligned actions

6. Solution Focused (boosting creativity and innovation)

- » Access flow thinking states – work with a relaxed, clear, solution-focused mind

7. Staying Mindful (future proofing your practice)

- » Build a lifelong practice and maintain your intention

Mindfulness is known to:

Reduce stress (increase resilience and adaptability)

Improve cognitive ability and reduce negativity bias

Improve health and happiness (less illness and absenteeism)

Enhance self-awareness (monitoring emotions and managing behaviours)

Reduce emotional reactivity (self-regulation)

Build emotional intelligence (better leaders, managers and teams)

Improve focus, productivity, and efficiency (reduce workplace accidents and errors)

Boost creativity (solution-focused, innovative thinking)

Strengthen relationships (improve communication, connectivity and lessen conflict)

Includes participant workbook and 'Mindful at Work' App

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