



Prepare...Protect...Plant...Cultivate...Harvest

The Balanced Manager©

Some Thoughts and Reflections

Prepare

- Deal with “blockers” the weeds
- Explore why you are a manager?
- Consider what areas of your work/life are not balanced.
- Challenge taken for granted “ways of doing things”.
- Take control of thoughts that lead to negative feelings check for irrational thoughts, ie: What if? Perfection

Protect

- Clarify your values and priorities for you and your role and establish/communicate boundaries accordingly.
- It's OK to say NO!!!
- Learn to forgive yourself and others harbouring resentment or punishing yourself only leads to more stress

Plant

- Encourage yourself and others identify the positives things about yourself and others
- Delegate this is not “dumping”, but utilising skills of others
- Read what is going on for you and make changes rather than accepting that this is “the best life gets” even though you know you are suffering from imbalance.
- Consider whether the culture/career you are working in is aligned with your values



Cultivate

- Approach each situation with an awareness of your stress levels
- Model a balanced approach rather than “I’m always busy”.
- Create opportunities to reflect
- Listen to your body; heart and mind are they telling you to slow down?
- Exercise regularly at least three times per week
- Establish good sleeping and eating routines “You only get one body”
- When under stress - *“just do the next thing”*
- Take regular breaks and holidays every hour, day week, month, year
- Have Fun!!! Fun!!! Fun!!! At work, home, wherever you are, see the lighter side of things
- Develop effective relaxation methods find methods that work for you
- Give and receive positive and negative feedback be constructive in giving and open in receiving

Harvest

The harvest for you and for others

- Increased Creativity
- More Productive
- Greater alignment with what is important for you
- Healthier, Happier and more energy