



The Consulting Team, LLC
Facilitating Positive Change

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Leadership Tips December 2021: Give Yourself the Gift of Self-Care

Message from Dr. Marilyn Manning



Dear Friends,

Happy Holidays,

As we enter the holiday season, it is an opportunity to reflect on the meaning of giving. Most of us have gone through and continue to face extremely challenging times of constant change. Many feel depleted from continually giving and compromising.

It is more important than ever to nourish ourselves so that we can continue to give to others, especially during the holiday season. That is why we chose this month's topic: "Give Yourself the Gift of Self-Care." We hope you will be inspired to set aside some time each day to take care of yourself, using some of our self-care tips.

Enjoy the journey,

Marilyn Manning, Ph.D.
The Consulting Team

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P.S. Our new website was designed with you in mind: www.TheConsultingTeam.com.



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In this issue of *Leadership Tips*...

1. Article: Give Yourself the Gift of Self-Care
2. **Tomorrow**, December 7 Zoom mini-training: *How Agreements Enable Results*, 1:00-1:30PM Pacific (No Charge. Register below.)
3. January 11, 2022 Zoom mini-training: *Listening and Empathy: How to Listen with Your Ears and Heart*, 1:00-1:30PM Pacific (No Charge. Register below.)



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Give Yourself the Gift of Self-Care

When stress and anxiety are on the rise, caring for ourselves is a precursor to being able to care for our direct reports and those we work, socialize and co-habitate with.

Teresa was a dedicated supervisor with a strong sense of responsibility to her team. She modeled the commitment she sought from her direct reports, and as the pandemic unfolded, found herself working longer hours, skipping meals, and staying up late each night. Working well into the early morning, followed by fitful sleep, waking up fatigued and returning to her routine day after day, she became uncharacteristically impatient, overly terse in her emails and noticeably more stressed in all aspects of her life.

For manager Jamal, turnover, absenteeism, and declining team morale added to hiring and scheduling pressures from his already crammed workload. Despite all his time spent planning he found himself in reactive mode each day, putting out fires he didn't see coming. Consequently, he seemed to lose his ability to concentrate. Feeling pulled in multiple directions, he had trouble focusing and no longer felt like captain of his own universe.

For Lakshmi, working from home these past 20 months was initially appealing: no more commute time, a more comfortable work environment, and more time with her family. Yet over time she felt her boundaries were being overrun. Her family's needs and proximity interrupted her work flow, and isolation from her colleagues led to loneliness, estrangement, and detachment.

Each of these dedicated professionals, unintentionally, broke a primary rule of wellness: *responsibility for self-care*.

Self-Care Defined

Self-care is a necessary human regulatory function that is under our individual control, deliberate and self-regulated. It encompasses activities and practices that affect our physical, mental, and emotional needs as human beings, such as sleep, nourishment, exercise, socializing, and solitude.

And we know this instinctively. Self-preservation dictates that we must attend to our basic needs to function optimally and consistently. To be of best service to others we must first care for ourself.

The Selflessness of Me First

You can't help others if you're not able to help yourself. Self-preservation should be rule number 1. And with pandemic fatigue, inflation worries, holiday pressures, travel, and family interactions, the Holiday Season can be a perfect storm for ignoring our own needs as we try to selflessly serve others.

Here are some Self-care Basics. They should sound familiar to you:

- A sound night's sleep
- Consistent meals
- Hydration
- Regular breaks
- Daily exercise
- Social interaction
- Time for reflection
- A daily routine
- Regular start and stop times for your workday
- Celebration of milestones

Enjoying the Benefits of Self-Care

For Teresa, more purposeful start and stop times each day, wholesome meals, and a commitment to enough sleep each night all helped her improve her productivity and general disposition.

For Jamal, strategic scheduling to allow for the unexpected, coupled with a re-dedication to not accepting every request he used to accept, created much-needed breathing room. He recognized his susceptibility to the power of suggestion and replaced his knee-jerk "Yes" responses with more well thought-out responses.

For Lakshmi, the re-establishment of boundaries and a formal separation of work and family, even under the same roof, created a sense of well-being.

Each elevated their self-care to restore balance and peace of mind.

Self-Care for the Body

- Walking
- Dog walking
- Jogging
- Bicycling
- Swimming
- Yoga

Self-Care for the Mind

- Podcasts
- Reading
- Discussion groups
- Playing board games
- Networking
- Listening to music

Self-Care for the Spirit

- Painting or any expression of art
- Singing or playing an instrument
- Meditation or prayer
- Laughter Yoga
- Expressing gratitude

The Importance of Self-Talk:

Your Soundtrack for Success



Part of self-care includes our attention to how we think and what we say...to ourselves. Are we supportive? Positive? Affirming? Or are we Judgmental, Negative or even Self-loathing? Our inner dialog can either build us up or tear us down. How are you talking to yourself? Is your message hopeful or hurtful?

When was the last time you had a private self-talk? What do you tell yourself? Are you praiseworthy? Or self-deprecating?



Create a script that is positive, supportive and affirming. It can start in the morning or in the evening or both:

- What are you grateful for?
- What are you looking forward to today?
- How will you make a difference?
- What great things are you going to manifest today?
- What gifts are you offering the world?

Yuki, a graphic designer wakes up each morning excited about beautifying clients' signage and collateral material, creating memorable images and enhancing her clients' visibility through elegant design. *Her self talk praises her intuition, creativity, and collaborative skills.*

County case worker Tappan reminds himself each day that his enthusiasm is helping clients feel secure and to provide a food and shelter safety net for those in his territory. *Giving others peace of mind helps him feel worthy and essential. His compassionate listening engenders trust.*

IT professional Thuy reminds herself each day how gratifying it is that her group supports the city's network computing needs. *Her pride in the team she leads gives her a sense of value and purpose.*

For HR manager Sam, his self-talk routine reminds him that each day's internal and external presentations will be met with appreciation and interest. He shares valuable insights with his audiences. *His self-talk routine reminds him to express himself clearly*

and credibly so others can remain informed about key initiatives.

Tips for Your Self-Care Script:

1. Remember what you say to yourself matters.
2. Create a script that supports you.
3. Remind yourself of your uniqueness, strengths and skills, values, and special qualities.
4. Renew yourself daily via your positive pep-talk.

Gifting Yourself

This month, give yourself the gift of self-care so you can be your best and support others in your work, social, and family life. Care for your body, mind, and spirit to uplift yourself and those around you.

Happy Holidays.

Click to TCT Training and Coaching that include the topics of Self-Care and Self-Talk:

Using Stress
Positively

Emotional
Intelligence

Crash Course for
Supervisors

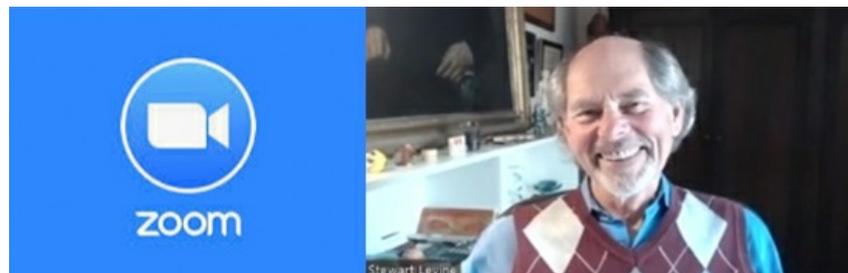
Better Business
Writing

Presentation
Skills

1 : 1
COACHING

Register for this free 30-min. online mini-training TOMORROW, on December
7

FREE 30-min. online event Tuesday December 7, 1PM Pacific: "How Agreements Enable Results"



Facilitated by Senior Associate Stewart Levine, J.D.

Discover how agreements can promote collaboration and prevent conflicts.

- Get tips on when to use agreements
- See how to craft powerful agreements

Tuesday, December 7

1:00-1:30PM Pacific

Limited space: confirm your seat and receive log-in details when you register using the button below.

Click here to register for our free early December mini-training

Click here to register for our free January 11 mini-training

**FREE 30-min. online event Tuesday January 11, 1PM:
"Listening and Empathy:
How to Listen with your Ears *and* Heart"**



Facilitated by Senior Associate Craig Harrison, CVP

Empathy is the secret ingredient that enhances emotional intelligence, builds trust, and creates a more humane workplace.

- Learn how to listen with your ears, eyes, mind and heart
- Discover how empathy builds connection and trust
- Experience improved retention, teambuilding and morale

**Tuesday, January 11
1:00-1:30PM Pacific**

Limited space: confirm your seat and receive log-in details when you register using the button below.

Register for this free 30-min. online mini-training in early January, 2020

Our Team of Trainers, Facilitators, and Coaches



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Contact The Consulting Team to learn more about our online training, group and one-to-one virtual coaching, and consulting assistance for leaders and employees.

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