



MODULE 2 | TAMING TIME STRESS

managing your energy; not time

MENTAL HEALTH
mindfulness competency

MIND AWARENESS | The ability to **notice the storyline in the mind** to be able to re-story stress-provoking thinking into stress-reducing thought patterns that build an adaptive belief system rooted in self-trust.

SOUL HEALTH
competency

SELF-AUTHORITY | The ability to **change the energy of your thoughts and feelings** in relationship to any triggering event.

SEL
competency

SELF-MANAGEMENT | The ability to **successfully regulate** one's thoughts, emotions, and behaviors in different situations to effectively managing stress and magnify impact.

RELATIONAL HEALTH
competency

INTEGRITY | The ability to **embody one's values** through interactions with the self and others by being "response-able" for acting in alignment with one's core assets (core values, core strengths, core purpose).



I can engage **active REST** practices that create the necessary space to connect with my body and my breath so I feel it is safe to relax, slow racing thoughts, and be soothed by knowing that enough is enough.



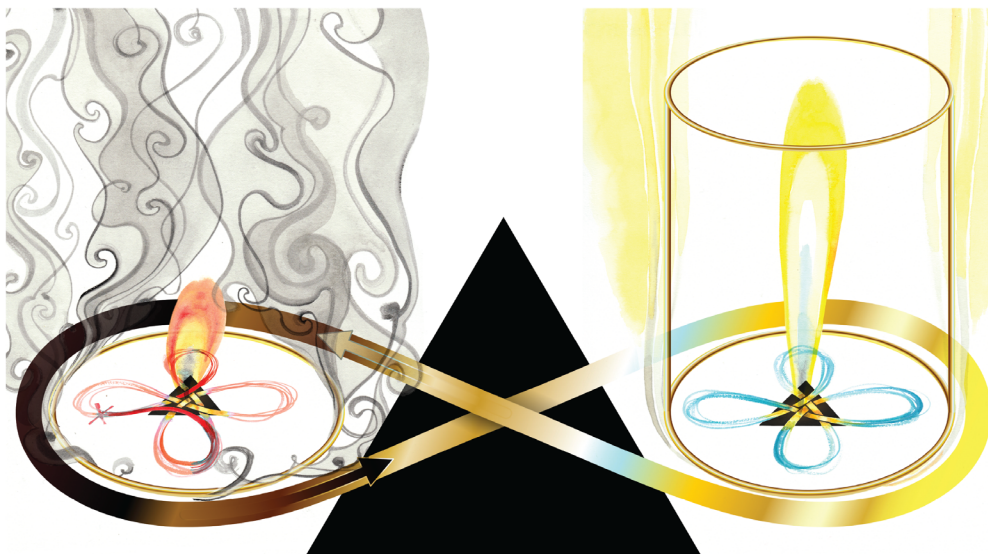
I can **RESTORE** my connection to my calm, harmonized body so that even when I am moving quickly throughout all my "doings" for the day, I am able to keep my inner state feeling stable, relaxed, and centered.



I can **REVITALIZE** my relationships with those in my care with my calm, stabilized Presence. Even if I am moving quickly, it takes no extra time to connect with another in such a way that they feel felt and witnessed. My calm, stable energy can make an impact in no time at all.



Burning Out to Burning Clean



Burnout

3 manifestations of burnout are:

Depersonalization

Sounds like: "I don't feel myself."
Feels like: numbness & anxiety
Looks like: blame & disconnection

Low Self-Efficacy

Sounds like: "I can't do this."
Feels like: shame & lack of worthiness
Looks like: sadness & depression

Emotional Exhaustion

Sounds like: "I don't care anymore."
Feels like: apathy & resentment
Looks like: lack of vitality & motivation



Burn Clean

3 manifestations of burning clean are:

Self-Revitalization

Sounds like: "I have agency & purpose."
Feels like: energy & vigor
Looks like: resonance & connection

Self-Confidence

Sounds like: "I was born to do this."
Feels like: empowerment & worth
Looks like: self-agency & self-regulation

Emotional Vitality

Sounds like: "Caring is my superpower."
Feels like: purpose & soul alignment
Looks like: compassion & calm



The Dis-Ease



Sensing and Seeing TIME STRESS

Time Stress or Krisis Moments | "The Greeks believed that time had a secret structure. There was the moment of 'epiphany' when time suddenly opened and something was revealed in luminous clarity. There was the moment of 'krisis' when time got entangled and directions became confused and contradictory." (John O'Donohue)

Time stress or Krisis Moments can exacerbate the burnout manifestation of low self-efficacy. Low self-efficacy is a harsh self-appraisal. One often based on feeling like one is not getting enough done, doing enough, or meeting all the needs that need to be met.

What does TIME STRESS feel and look like for you?



When you are feeling time-starved, what do you notice:

What do you notice happens in your **physical body**?

How does your physical body register the stress?

How can you tell you are feeling rushed or panicked for time?

What do you notice happens in your **mind**?

What thoughts tend to predictably accompany moments when you feel stressed for time?

What do you notice happens to your **mood**?

How would you describe your mood when you are feeling a short or prolonged moment of time-stress?

What do you notice happens to your **perspective**?

When you feel pressed for time, what do you tend to focus your attention on?

What do you notice happens to your **energy**?

How would you describe your energy when you feel time-stress? (Rushed, anxious, urgent, etc...)? How do you relate to your students when you are feeling a rushed, urgent energy?

Insight | As you reflect on predictable moments in your day as a professional caregiver that provoke a feeling of being time starved, what themes or patterns of "reacting" do you notice running throughout the moments you listed above?

PERCEPTION IS EVERYTHING: What do you notice about the way you are perceiving in these moments?

Thinking about your core values from module 1, in moments of feeling time stress, what core values get suppressed or unexpressed?

Why do you feel time stress suppresses or depress your core values?



The Soul Rx

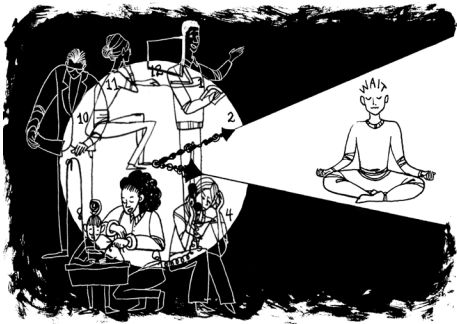


The MICRO-MIRACLE Moment

Kairos Moments | Kairos is the mythical Greek god of timeless time, and a "Kairos Moment" moment is often described as a transformative moment of chance. A moment when Time opens up with kindness and promise, and all the energies cohered to offer a fecund occasion of initiative, creativity, and promise (John O'Donohue).

As caregivers, we can intentionally and deliberately create Kairos Moments, or what I call, Micro-Miracle Moments of deep and long-lasting impact with those in our care simply by being fully present for them in a deliberate way. We can slow down the speed of time by dropping into what we are "doing" by re-fining how we are being so that our way of being in that doing is aligned with our core values.

What does
CREATING
THE SLOW
IN THE FAST
feel and look like
for you?



In moments of FLOW and CONNECTION in your caregiving:

What do you notice happens in your **physical body**?

How does your body feel when you are in states of flow?

What do you notice happens in your **mind**?

What thoughts tend to predictably accompany moments of flow?

What do you notice happens to your **mood**?

How would you describe your mood when you feel like you are in states of effortless ease or flow?

What do you notice happens to your **perspective**?

When you are feeling that there is time for what you are doing, what do you tend to focus your attention on?

What do you notice happens to your **energy**?

How would you describe your energy when you feel like time isn't a factor in the moment?

Insight | As you reflect on moments of timelessness or flow in your caregiving, what do you notice about how you feel about your capacity as a caregiver?

PERCEPTION IS EVERYTHING: What do you notice about the way you are perceiving in these moments?

Thinking about your core values from module 1, in moments where you feel you create the Micro-Miracle Moment of connection with those in your care, which of your core values get expressed?

Why do you feel Micro-Miracle Moments allow for greater expression of your core values as a caregiver?





The Power of Perception

Creating the slow in the fast is not about time at all; it is about your PERCEPTION of time. Low self-efficacy is driven by a belief system that feeds a sense of powerlessness and lack of control in response to environmental factors. When we consider how to manage Time Stress, we start first by slowing down to see how we are perceiving the situation that is provoking the feeling of Time Stress.

As caregivers, we care a lot. It is easy to fall into a double-bind of really wanting to "do" it all even when we realistically realize there are not enough literal hours in the day. We start slowing down the speed of time by first checking our perception of self-expectation and other's expectations of us. When we reconcile the divide between what we wish we could do and what we can actually do when we check in with our mental, emotional, physical, and soul energy/ boundaries (like we did in module 1), then and only then can we begin manage our energy within time; not time itself.

Time is a finite source. Energy is not. We have physical energy, mental energy, emotional energy, and soul energy (think purpose) that we can draw on to infuse all we DO with our sense of self (our BEING-ness). When we do this, we feel sense of BEING in the moment of our doing that is in alignment with our core assets and values. Chronically DOING without a sense of your energy really BEING in the moment drastically depletes all your energy reserves-- mental, emotional, physical, and soul and can lead to burnout while crippling your ability to show up to those in your care in ways that you most desire.

1 | Grab one the Time Stress scenarios from the page before, and let's push it through this model of perception to see if there is any wiggle room where you can bring more of your sense of self -- your soul energy -- into the moment through aligning it with your core purpose, strengths, and/or values.



Dig Deep | Distill Down



Invitations for reflection and integration

ALIGN your DOING with the energy of your BEING

- 1 | What activities recharge or regenerate your **PHYSICAL** energetic wellspring?
- 2 | What activities recharge or regenerate your **MENTAL** energetic wellspring?
- 3 | What activities recharge or regenerate your **EMOTIONAL** energetic wellspring?
- 4 | What activities recharge or regenerate your **SOUL** energetic wellspring?
- 5 | What are the current asks/tasks of your professional caregiving role that zap your energy? What are the asks/ task that almost immediately take you out of that sweet spot of alignment with a strong sense of BEING easily you?
- 6 | What are the current ask/tasks of your professional caregiving role that naturally allow you to feel aligned to you sense of BEING without much effort.
- 7 | What is (1) RITUAL you could easily enact in your current role as a professional caregiver to recharge one or more of your energetic wellsprings? How might this RITUAL become a habit you could easily practice with the intent of making it unconscious and automatic so that there becomes a ritualized moment of ALIGNMENT with yourself -- your inner energy sources -- during your workday?
- 8 | How might this RITUAL and/or HABIT become a catalyst to helping you to more easily re-perceive the inevitable time stressors throughout your day as opportunities to more deliberately align your DOING with your BEING?
- 9 | Throughout this module, how are coming to see how your PERSPECTIVE is shaped by how stressed you are and how stressed you are is shaped by how you PERCEIVE time stress?



The W.A.I.T Method



In moments of Time Stress, get curious. Ask, **W**hat **A**m **I** Thinking?

Check in with your breath.

It will bring you back into alignment with your core values by regulating your nervous system.

Assess |

How am I being?

What kind of energy am I bringing into this moment? Am I agitated or calm? Am I centered or frustrated?

In this moment, do I feel like I am (or am able to) embody my core strengths?

Thinking |

"There is time for this."

How can I perceive this moment as an opportunity to be _____?
(Insert core strength here).

How can I perceive this moment as an opportunity to express my core values as a caregiver?

What

Thinking

What am I noticing? |

How is my body feeling?

When I connect with my breath, what are the invisible agitations of my mind, body, and soul that I am able to witness and soothe?

I

Intent |

How do I want to BE in this moment of DOING?

In moments like these, how do I want to be? How do I want to feel?
How do I want others to experience me?





Core Values

Circle your 5-7 core values. Place top 3 on model on page 6.

I value

Acceptance
Adventure
Appreciation
Assertiveness
Attentiveness
Authenticity
Autonomy
Balance
Belonging
Boldness
Bravery
Calm
Care
Commitment
Community
Compassion
Confidence
Connection
Consideration
Contentment
Cooperation
Courage
Creativity
Curiosity
Determination
Dignity
Diveristy
Empathy
Encouragement
Enthusiasm
Exploration
Fairness
Faith
Flexibility
Forgiveness
Freedom
Friendliness
Fun
Generosity
Gentleness
Graciousness
Gratitude
Grit
Hardwork
Harmony
Health
Honesty
Honor
Hope
Humility
Humor
Integrity
Imagination
Initiative
Insight
Intuition
Inventiveness
Joy
Justice
Kindness
Leadership
Love
Loyalty
Mindfulness
Openness
Optimism
Orderliness
Passion
Patience
Peace
Personal growth
Perspective
Perseverance
Preparedness
Presence
Purposefulness
Rapport
Reflectiveness
Reliability
Resilience
Respect
Responsibility
Responsiveness
Reverence
Safety
Self-awareness
Self-regulation
Self-discipline
Service
Simplicity
Sincerity
Structure
Support
Tact
Teamwork
Thankfulness
Tolerance
Trust
Understanding
Unity
Variety
Vision
Wisdom
Wonder
Zest





Core Strengths

Circle your 5-7 core strengths. Place top 2 on model on page 6.

I am

Accepting
Adventurous
Affectionate
Altruistic
Ambitious
Assertive
Authentic
Autonomous
Balanced
Bold
Calm
Caring
Careful
Cheerful
Clear-minded
Committed
Compassionate
Competitive
Connected
Consistent
Content
Creative
Curious
Decisive
Dependable
Determined
Diligent
Disciplined
Dynamic
Effective
Efficient
Elegant
Empathetic
Enthusiastic
Equity-driven
Explorer
Expressive
Fair
Faithful
Fearless
Flexible
Focused
Forgiving
Fun
Generous
Grateful
Happy
Honest
Hopeful
Humble
Humorous
Imaginative
Independent
Influential
Ingenious
Innovative
Inquisitive
Insightful
Integrous
Intelligent
Intuitive
Interdependent
Joyful
Just
Kind
Knowledgeable
Loving
Loyal
Open
Organized
Original
Reliable
Resourceful
Responsible
Safe
Secure
Sensitive
Serene
Passionate
Peaceful
Perseverant
Positive
Productive
Professional
Reflective
Simple
Spiritual
Stable
Strong
Supportive
Tough
Thoughtful
Tolerant
Traditional
Trusting
Truth-Seeking
Understanding
Warm

