Personal ecology & self-care

Sustain yourself to sustain a movement

# POP

**Purpose:** To sustain yourself and the work that inspires you.

**Outcome(s):** You understand your personal ecology needs and find ways to share and fulfil them.

**Process:** Workshop → practice → reflect (individually, with your manager, and with your team) → iterate → maintain, sustain, and thrive

# Glossary

* **Personal ecology:** What we do “to maintain balance, pacing, and efficiency to sustain our energy over a lifetime.” ([Rockwood Leadership Institute](https://rockwoodleadership.org/art-of-leadership/))
* **Self-care:** What we do to take care of ourselves so we can contribute to the work that inspires and fulfils us.

# Agenda

## 3 words and a .gif snapshot

**Directions:** Share 3 words and a .gif to describe your most fulfilling day during your time with a community or org. Then share 3 words and a .gif to describe your least fulfilling one. Then consider sharing a little story or explain a bit about your responses to the group. You do not have to share. You can also grab something else - like an image, quote, recipe, or song, instead of a .gif.

**The big idea:** identify the most fulfilling conditions under which you thrive, and try to sustain them; identify the least fulfilling conditions that frustrate you and try to avoid them.

|  |  |  |
| --- | --- | --- |
|  | **.gif** (maybe search [giphy](https://giphy.com)?) | **3 words** |
| **Most fulfilling** |  |  |
|
| **Least fulfilling** |  |  |
|

## 

## Work-life quadrants snapshot

**Directions:** Complete the table below and then respond to the prompts that follow. You can reflect on the prompts any way you’d like. You may, of course, choose whether or not to document or share your responses with the group.

**The big idea:** Discover how to bring your whole self to work in ways that empower you while maintaining clear boundaries between work and home to avoid burnout.

|  |  |
| --- | --- |
| **Things at work I want to keep at work** | **Things at work I want to bring into my life** |
|  |  |
| **Things in my life I want to keep outside work** | **Things in my life I want to bring into my work** |
|  |  |

1. *What do your responses show you about your work-life balance?*
2. *Where do you see opportunities to bring things into your life from work and vice versa?*
3. *How might you set boundaries around the things you don’t want to bring back and forth?*

## Delights & distractions snapshot

**Directions:** Working on a distributed team can be difficult; sometimes you might feel alone. Use the table below to create a “kit” for yourself. What should you carry with you or keep around you to help you focus on your work and enjoy it? What distractions might you get rid of or use other delights to negate?

**The big idea:** Find ways to create a delightful, engaging remote or distributed workspace that doesn’t unduly distract you from your work or engagement with colleagues.

|  |  |
| --- | --- |
| **Delights** | **Distractions** |
| *Examples:*   * Immediate supply of healthy drinks/snacks I love * Maintain a playlist of favorite songs * Boxes of my favorite notebooks and pens * Egg timer * Action figures of characters I love | *Examples:*   * Too many choices/decisions; going to the store * Listening to ads; running out of skips * Looking for stationery; hating lines/textures * “Just one more turn” game breaks * Feeling alone and out of place |
| *My delights:* | *My distractions:* |

## Current state & desired state compare & contrast activity

**Directions:** Respond to each prompt below. You may, of course, skip any prompt. You do not have to share.

**The big idea:** Compare and contrast the current state of your personal ecology with its desired state so you know what to work towards to improve your self-care plans.

|  |  |
| --- | --- |
| **What is your work-life balance like right now? →** | **How do you know?** |
|  |  |
| **How do you want your work-life balance to be? →** | **What would have to change for it to be this way?** |
|  |  |
| **How much of yourself can you bring to work? →** | **Can you give an example of this?** |
|  |  |
| **How honest can you be at work? →** | **Can you give an example of this?** |
|  |  |
| **How much agency, choice, or empowerment do you have at work? →** | **Can you give an example of this?** |
|  |  |
| **How do you cope with difficulties or imbalances in short term ways when life and work cross over in unhelpful ways? →** | **Which of these are beneficial and sustainable? Which are not?** |
|  |  |
| **How do you set goals for beneficial, long-term change and monitor progress towards them? →** | **What kinds of near-term habits, reminders, or tools might complement or help this process?** |
|  |  |
| **If you could set 1-2 personal goals for better personal ecology and work-life balance, what might they be? →** | **What might be a first step you could take to meet each goal?** |
|  |  |
| **What do you need from others to meet those goals to balance and sustain yourself? →** | **How might your manager and colleagues help you and what do they need to know to help?** |
|  |  |

## Closing reflection prompts

**Directions:** Reflect on the prompts below, document any responses you’d like to keep, and share any responses you’d like to share with the group.

**The big idea:** Share a bit of your personal ecology work and goals with teammates and other important people in your life so they can both support you and help you with accountability.

1. *What would you like to share with the group about this process or your responses to the activities and prompts above?*
2. *What is an immediate next step you can take to sustain yourself, your personal ecology, or your work-life balance?*
3. *Who can help you take that step, and what do they need to know before they can help?*

*Consider revisiting this self-assessment quarterly and reviewing your goals and progress with team members and people in your life who are supporting you to meet them.*

*Please take a moment to leave your feedback below:*

**Directions:** Complete the *Personal ecology self assessment kit* and then respond to the prompts below. You can label your feedback with your name or give feedback anonymously, through another channel (such as a Slack message or email) or not at all. You can, of course, pick and choose which prompts to respond to, as well.

1. What worked for you in this kit and process?



2. What didn’t work for you?



3. What would you change?



4. What else would you like us to know?



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