

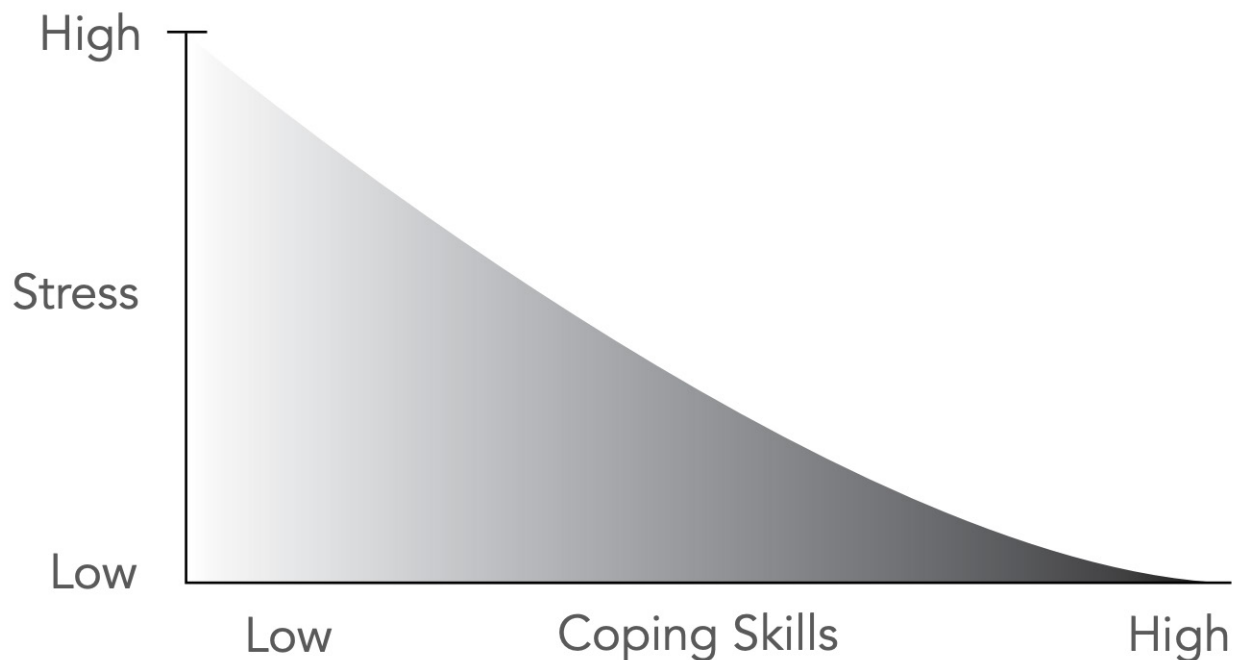
Building Resilience

Evaluating Your Current State of Resilience

Based on these reflections, mark the spot on the stress axis that best represents your level of stress in any given week.

- Rate your level of stress on any given day of the week. (1 is low; 10 is high.)
- In your job, how many times do you feel overwhelmed or overcommitted by projects?
- In your job are there people whose behavior increases your stress level?
- Does your stress level at work or home depend on the day of the week or change as the week progresses?

Based on these reflections, mark the spot on the coping skills axis that best represents your overall coping skills



Practice Asking (Face Rejection)

- List three small and trivial requests you can make in the next week, which you do not usually make. (For example, ask for a faster turnaround at the dry cleaners, or ask for your money to be given to you in smaller denominations at the bank.)

- Set a goal to make these asks within the next two to three days.
- List a slightly higher level request—a stretch request—that you can make within the next week
- _____ Is there anything you need to know in order to make this ask more effective? (For example, when I am at a restaurant I make it a point to ask for something that is not on the menu. It helps to know that this accommodation was made in the past, like a kid’s meal for an adult.)
- Think of a bigger ask that you can prepare to make in the next three months.

Preparing by making frequent asks and a few stretch ones will get you ready and give you more confidence.

Learn Something New

List five skills that you would like to learn and that you do not currently have.

- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____

Which of these skills have potential to fit into your schedule and current life plan?

Out of this list, which one are you most excited about?

What is the next step you can take for acquiring this skill?

When will you get started by?

Face Uncomfortable Situations

List three work areas where you could take on something more challenging than what you currently do.

- 1. _____
- 2. _____
- 3. _____

List three personal areas where you could take on something more challenging than what you currently do.

- 1. _____
- 2. _____
- 3. _____

Identify the one item on this list that is more realistic for you to pursue at this time and day.

What are next steps for engaging in this new challenge?

Practice Positive Thinking

Name a recent stressful event.

What was your immediate internal language?

Does it need to be more short-term oriented? How?

More focused on you and others? How?

Does it need to have a more positive focus? How?

What is the positive language that you can verbalize when you discuss this event with others?

Manage Your Energy

List the two most energetic times of the day for you

1.

2.

Currently, what are cyclical and busy periods of time in your life? Identifying them allows you to be mindful when you schedule projects and take on added responsibilities.

What do you need to do on a daily basis to help you manage your stress? Being aware of it will help you make it a priority. One of these three top stress reducers should be in your life on a daily basis.

1.

2.

Post-Event Reflection

My recent stressful event was:

In retrospect what I did well was:

Looking back, how I handled the situation was:

What I will do differently next time is:

One thing I can do to remain more positive is:

For my attitude to remain positive and constructive I could say the following to myself:

- 1.
- 2.
- 3.
- 4.

The following people are on my advisory board or should be nominated to be on my advisory board:

- 1.
- 2.
- 3.
- 4.

The one question I need to hear from them often is:

As I move forward to maximize my recovery from the event, I need to take a break by doing this:

I need to redirect my attention by doing this:

I need to come back with this perspective:

Is there an opportunity of letting go of this situation, event, or person in the future? Review the four circumstances in “Let it go” and identify what is possible.

Your Resilience Threshold Action Plan

After reviewing the five pre-event strategies for building resilience and reflecting on the post-event strategies after a challenging event, it’s time to set some goals. Identify three areas of strength that the feedback has made you more aware of, and three opportunities you have to improve.

Areas of Strength	Areas for Improvement
1.	
2.	
3.	

Action Plan for Areas for Improvement

1. Identify the one resilience-building skill you want to improve.
2. Identify a baseline. What are the situations where you tend to be less resilient? Work-related unexpected events? Changes in your personal or professional life?
3. Identify a goal and be specific. Be sure this is an attainable goal. For example, “I want to have a better strategy for handling stressful events at work. When the busy time of the month hits and I feel frazzled, I want to have a realistic plan in place.”
4. List all of the possible systems that you need to put in place in order for your stress to be lower during this time. Put the list in front of your desk and think through the systems in the relevant setting of your work space.
5. Ask a trusted colleague, spouse, or friend to assess your efforts to make an improvement during your busy work time.
6. Keep a list of what to do differently next time things get busy and measure your progress.
7. Continue repeating steps 4–6 until you can see improvement.
8. Set an overall time line for your goal. “I want to feel less stressed and more in charge by the end of the quarter.” You will need to go through several cycles of our skills building strategy for this change to become a better habit.

The steps above follow the SMART goal format. Specific, measurable, actionable, relevant and time-bound goals have more success than general ones.