

Motivation	Exercises, Tests, Scenarios, Additional Resources	Host Notes/Comments Personal scenarios and talking points
<ul style="list-style-type: none"> Avoiding burn out through preventive stress management and time blocking 	<p>Clinical research shows individuals may use any number of self-directed interventions to help prevent distress and enhance positive well-being.</p> <p><u>Primary Prevention</u></p> <ol style="list-style-type: none"> Positive Thinking: optimistic, nonnegative self-talk Time Management: Improves planning and prioritizes activities Leisure-Time activity: Balances work and non-work activities <p><u>Secondary Prevention</u></p> <ol style="list-style-type: none"> Physical Exercise: Improves overall health Relaxation Training: Lowers all indicators of stress response Diet: Lower risk of cardiovascular disease and improves overall health <p><u>Tertiary Prevention</u></p> <ol style="list-style-type: none"> Opening up: Releasing internalized trauma and emotional tensions to health professionals, colleagues, friends or family Professional Help: Provides information, emotional support and therapeutic guidance—not just for “sick” people <p>Read through article <i>Time Blocking: a Productive Tool (5A)</i> This is just a lead into discussing time management and provides a unique approach.</p>	

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<ul style="list-style-type: none"> • Work/Life Balance • Keeping Yourself Motivated 	<p>Read through work/life balance scenario and discuss (5B)</p> <p>Work through Life Balance Tool sheet to ID areas that need more attention to create a more balance life style. (5C) Note this is a very personal reflection activity.</p> <p>Many leaders fail to tend to themselves and eventually are unable to serve others. They are starving emotionally, intellectually and spiritually. When they do read or listen to new information it is usually for someone else, they are always preparing for presentations for other events. There is no personal growth, they continually neglect to consume individual nourishment and apply it to their own lives. Use the Personal Growth Assessment and Exercise attachment (5D) to reflect and create a 12 month growth plan.</p>	

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