

PERSONAL ACTION PLAN



Developing your personal mental fitness action plan

Being mentally fit requires you to harness strategies that keeps your mindset agile so you are able to meet challenges and reach your goals.

The aim of this action plan is to pull together strategies from the mental fitness model that you can turn to in order to keep your mental fitness moving forward even in times of uncertainty or hardship.



Control

“If you believe you have no control then you have no control.” Wess Roberts

What are your early warning signs that you are beginning to shift from your peak performance zone, into feeling overwhelmed or like things are beginning to get on top of you?

Engaging some wellbeing strategies quickly when you notice this shift will help keep you on track and in your performance zone. From the list below, what are the two strategies you are going to commit to engaging when you notice this shift?

Call a friend to debrief and gain some perspective

Go for a 30 minute walk to boost your dopamine

Take 5 minutes to practice slow deep breathing

Make a cup of your favorite tea and take a mindful moment by savouring it

Make plans for a relaxing evening to rest and reset

Work at getting 7-8 hours of sleep to rejuvenate



Challenge

“Accept challenges, so that you may feel the exhilaration of victory.” George Patton

Our stress response can either hinder our ability to rise to a challenge or, if harnessed in the right way, it can in fact help us reach our goals. What are your early signs that your stress response has kicked in?

From the below list of statements, which will be your go to mantra’s when you feel your stress response kick in to help you keep the stress response helpful in you rising to the challenge at hand?

That anxious feeling in my stomach is actually excitement

My pounding heart is just my body’s way of giving me the energy I need in this moment

My racing thoughts are just me getting mentally charged to think on my feet

That feeling of wanting to be near my friends and family is to help give me courage

These intense feelings are because I care



Confidence

“It’s not who we are that holds us back, it’s who we think we’re not.” Michael Nolan

Whether you are working from home or are in the workplace, our lives require us to quickly shift between a variety of tasks and situations. Use the below Mindful Gaps techniques to help you recalibrate your mindset between tasks or between work and home, so you aren’t accumulating emotional baggage throughout the day.

This week allow yourself to take 3-5 minutes inbetween meetings, tasks and interactions to digest, rest and recalibrate. Here’s how:

Step One Digest

Take a minute to think and reflect on the previous task, meeting or interaction you have just finished. Ask yourself what went well? And what could I improve? Then name one thing you managed to achieved. Savour this achievement for a moment.

Step Two: Rest

Take a minute or two to bring your focus and attention to the present moment by closing your eye’s or softening your focus. Take some deep breaths in through your nose and out through your mouth, just focusing on the sensation of your lungs expanding and as you inhale and completely relax as you exhale. If your mind wanders, gently bring your attention back to your breathing.

Step Three: Recalibrate

Now take a minute to think about your intentions or goals for the next situation or meeting – how do you want to act? What do you want to achieve? Think about specific qualities you’d want to be described as – Confident? Fair? Approachable? Assertive? Whatever it is you need to be - think explicitly about what behaviors you will exhibit to achieve these intentions.



Commitment

“Courage and perseverance have a magical talisman, before which difficulties disappear and obstacles vanish into air.” John Quincy Adams

Often we know what is good for our wellbeing and mental fitness, however knowing and actually doing it are two different things.

What is the **ONE THING** that I’m not doing, or not doing consistently, but if I did, would make a tremendous positive impact on my wellbeing?

What are the benefits if I did achieve this **ONE THING**? What are the consequences if I don’t?

What are the action steps to achieve my **ONE THING**?

What obstacles or barriers might be getting in my way?

How might I overcome these obstacles?

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