

A top-down view of a workspace on a light green surface. It features a white coffee cup with latte art, a silver laptop keyboard, a green leaf, and a pine branch.

TOP 5 TIPS FOR
SELF CARE THAT
WILL IMPROVE
YOUR PRODUCTIVITY

FOR THE LEADER WHO IS
READY TO BE THE
DIFFERENCE THAT MAKES
THE DIFFERENCE

About Me



Hi there I'm Liz, founder and principal coach at Empowered Leader. I'm passionate about helping leaders at any stage of their career who find themselves caught in the trap of second guessing their ability to effectively lead. This can be due to a number of factors which I coach them through, one on one to reconnect with their personal power and self-belief in their own talents, experience as well as their capacity to develop their own leadership style to authentically and confidently lead and influence others.

"It is so important to take time for yourself and to find clarity. The most important relationship you have is the one you have with yourself"

Dianne Von Furstberg

01

What does self-care mean to you?

Self-care means different things to everyone. What feels good for someone else may not feel good for you. And that is ok. The important thing is that you are aware of what is important to you and what you want to feel more of on a regular basis.

Ask yourself the following and spend a few minutes collecting your thoughts on::

- What is important to me?
- Who is important to me?
- How am I feeling most days?

02

What do you want from your self-care?

Take a few moments to think about what you want to feel more of each day and how that will support your productivity. Often the simpler the act of self-care, the more profound and sustained the impact will be. For some it's as simple as scheduling a 15 minute walk during the day. Those few precious minutes can make all the difference.

The important thing is to focus on what you want to feel more of and take bold action to make it happen.

You are accountable for your own self-care outcomes.

03

Write your joy list

Make a list of at least 10 activities that bring you a sense of joy, clarity and fun. Categorise your list under those 3 headings and keep it close to you (like in your phone!). I've created a list for you on the next page to get you started.

04

Who do you need support from?

Make a commitment to your self-care by getting the support of others around you whether it's at home or in the office. Identify the people that you need to have on your team, those that will support you and keep you accountable to carving out the time you need to regain clarity and find some inner calm to refocus.

You, as well as those around you will be the better for it and your productivity as well as your creativity will benefit as well.



TOP 10
joy list

1

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3

4

5

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7

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10

05

Make yourself your priority

The benefits of prioritising yourself and yourself care are many. There is a plethora of research that also supports the actions of taking care of and investing in yourself so you can then generously invest in others. These investments are not just limited to your workplace either, they include your family, and friends as well.

Creating a rich and rewarding life - starts with you and your choice to put yourself first. Below I've listed a few relevant points from research conducted both in Australia and the US about the benefits and bonuses of self-care:

- Self-care fosters emotional and mental resilience
- Reduces stress levels
- Improves the quality of your life
- Time away from your work will improve your clarity and productivity (because you are less tired and more focus)
- Self-care helps you make better decisions
- Improves self-awareness and emotional intelligence
- Establishes healthy boundaries
- Encouraging a cultural practice of self-care within your work place and home is a powerful message to your community

*"People don't care how much you know until they know how much you care."
Theodore Roosevelt*