

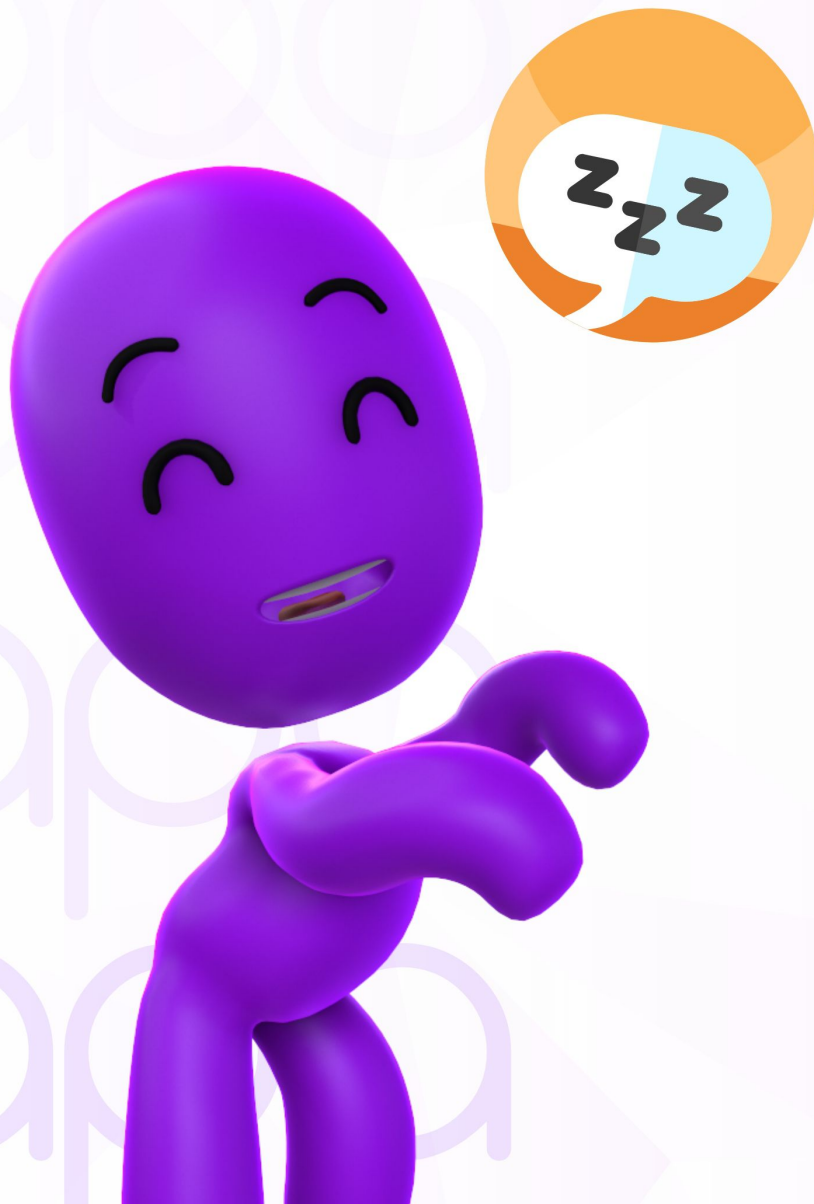


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Don't be a Doormat

Maintaining self-respect and avoiding burnout requires setting boundaries, recognizing personal limits, and prioritizing self-care.



Advance Leadership Skills

METADATA

Self-care, Burnout

Mindfulness

Relaxation
techniques

Emotional well-being

Stress management,
Wellness

Top 10 Teaching Points

01

Self-care isn't selfish: prioritize your own well-being.

02

Everyone's emotional self-care needs are different and change frequently.

03

Burnout is a state of emotional, physical, and mental exhaustion that occurs as a result of prolonged stress.

04

If you have too much on your plate at the same time, you might not even be able to see that a change needs to be made.

05

There is never a shortage of work-related items to schedule, so plan your wellness times first.

06

Denying burnout only prolongs its effects.

07

Dissipate energy-sucking stress using relaxation techniques, mindfulness practices, and engaging in activities that bring joy and provide a sense of balance.

08

Getting caught up in worries about the past or future can hold us back from the present.

09

Acknowledge your worries by writing them down, reading them back, taking a breath, and reflecting on any changes to your mindset.

10

Distract yourself by shifting gears and focusing on something rewarding.

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01

Given that everyone's emotional self-care needs vary and change, how do you identify your current self-care needs, and what personalized strategies do you use to address them effectively?

02

Considering the warning signs of burnout, such as emotional, physical, and mental exhaustion, what proactive steps do you take to prevent reaching this state, especially during high-stress periods?

03

With the continuous demands of work, how do you ensure to prioritize your wellness? Can you share how you've successfully integrated self-care into your daily or weekly schedule despite a busy workload?

04

What techniques or practices have you found most effective for dissipating stress and maintaining a sense of presence, especially when worries about the past or future threaten to overwhelm you?

05

When you find yourself overwhelmed with responsibilities, how do you decide what to prioritize and what boundaries to set? What steps do you take to communicate and manage these boundaries with others to maintain your work/life balance?

Questions to Ask for Dialogue

Key Takeaways

01

Personal self-care strategies

02

How to avoid burnout

03

How to balance work and wellness

04

How to manage stress and maintain presence

05

How to manage overload and setting boundaries