

Vision Quest CONSULTING

LEADERSHIP COACHING THOUGHT



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Vision Quest Consulting provides leadership coaching, organizational development consulting, and training to top executives and their teams.

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Welcome to Vision Quest Consulting's Leadership Coaching Thought!

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THIS WEEK'S TOPIC: REDUCING THE OVERWHELM

Many of my clients this spring are noting how much work there is on their plates, how there isn't enough time in the day to check everything off their to do list and how it is almost impossible to even consider having time for long range planning. The stress level seems to be at a record high as the mantra du jour is, "I don't have enough time". o:p>

Implementing some simple practices will help reduce the anxiety and stress.

TAKE A BREATH - No kidding! If you are constantly stressed, always wishing for more work hours, less work, or more personal time for yourself, you need to stop and take a breath break. Sitting quietly at your desk with the door closed imagining that each breath comes into your nose and travels all the way down to your abdomen and then slowly exhaling all that nasty stress out through your nose. Repeating this 10 times will pay off in a big way.

GRATITUDE PAUSE – Each morning as you walk into your office, notice one thing about your job for which you are grateful. Many of

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us spend too much time complaining about our work (especially when we get home). Focusing on the great in our work instead of the what's not working will transform our work from stressful to awesome. Today, for example, I am grateful that I have two windows in my office that overlook the ski slope across the street that still has patches of white snow peeking out of the newly green spring grass.

READING YOUR GUT – Next time you find yourself in overwhelm, stop and ask yourself, "What is the one thing I could do to reduce my stress right now?" Yesterday, I asked a client this question and he replied, "If I could just take a few minutes and write down a list of the top priorities I know I have to focus on and identify the next few steps in each one, I would feel a lot less stressed". He thought this exercise was overwhelming and would take hours to do and was delightfully surprised that he was completely finished in 15 minutes as we walked through it together.

Don't put off reducing the overwhelm you feel at work any longer. Taking a break to do these simple exercises will increase your effectiveness tenfold and at the same time give you a new lease on your work life!!

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OFFERINGS

1. Take it To The Top; A Guide to Executive Coaching and Mentoring in America's Top Corporations by Wendy Capland is available for \$49.99. **DO NOT HIT REPLY TO THIS MESSAGE.** This book is available as well as an audiotape on Developing Effective Leadership and Coaching Skills by clicking:

<http://www.visionquestconsulting.com/store.html>

2. The Impact of Executive Corporate Coaching Programs, audio tape \$19.99 DO NOT HIT REPLY TO THIS MESSAGE. This tape is available by clicking:

<http://www.visionquestconsulting.com/store.html>

3. Complimentary half hour Coaching Session, first come first served. To register or obtain more information, email wcapland@visionquestconsulting.com with your name and phone number so that we may contact you:

Leadership Coaching Thought is written and produced by Wendy Capland. If you have any questions or comments, please send them to: wcapland@visionquestconsulting.com. We'd love to hear from you.

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