



At "otcoach" we offer a free consultation: why not find out what coaching could do for you.

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Take Time to Play

It's easy to get trapped on the busy merry-go-round of our day. Trying to squeeze in all those things our minds tell us we ought to do, can drain the joy out of life.

- 1 Step back and take stock! When we're tired and overwhelmed, sometimes it's easier to stick to the old routines. We just don't realise what's happening. Habits and patterns can be re-thought and made to work for you!
- 2 Decide what you want to change. Make choices. Set goals. Then commit.
- 3 Realise that nothing is more important than your wellbeing and fulfilment. Not only will you benefit, but there will be a domino effect on your family and friends and your quality of work will improve.
- 4 Notice how you use your time each day. Check what causes your time to dribble away. Monitor your routine for a week. Be honest with yourself.
- 5 Decide realistically how you can manage your time better. For example, how much time you spend on the phone. Could you do your calls just once a day and switch on the answer phone for the rest of the day? What jobs can you delegate? What jobs can you prune? Do you say "yes", when you should be "no"?

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Occupational Therapist's who coach

Find out how coaching and O.T. can "fit" together and how OT's can use coaching in their day to day work with clients, patients and colleagues.

Coaching for OT's

Find out how coaching has helped OT's start their own businesses, develop projects, reduce stress at work, or just reignite their passion for OT.

- 6 Get creative! What works for you? Do mind maps, colour, draw graphs and plan, plan, plan. Then review - frequently
- 7 Notice your energy highs and lows each day. How can you organise your routines to make the most of this flow?
- 8 Build in time for setbacks - life never goes in a straight line and delays happen. Be realistic.
- 9 Break down those big projects. Nibble away at them - consistently. Affirm to yourself that are you making steady progress.
- 10 Think of fun ways of doing boring things! Hold that meeting outside in the sunshine. Practise Tai Chi principles when waiting at the checkout. Sometimes standing still and pondering can produce amazing results! Remember to breathe
- 11 Ask yourself: "What am I taking too seriously at the moment?"
- 12 Celebrate your successes! Reward yourself. Take time to play!

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