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## IMPACT WITH INTEGRITY OUTLINE

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## AM I READY TO DO THE INNER WORK?

Take a few minutes and ask yourself the following questions:
Am I at a point in my life where I can be introspective and reflect on what's actually happening in the world and in my work?
Am I willing to tell myself the truth?
Am I open to learning whatever it is I want and need to learn from my situation?
Am I at a place emotionally and mentally where I'm able to face some things that might upset me?
Who are my allies and mentors I can count on for support?
To the extent that I may be impacted by not having good choices in any aspect of my life right now, am I nonetheless willing to acknowledge these barriers and still lean into my agency and power?
Only you can answer these questions. Before you proceed, give these questions one more read through and

# GATHER THE ENERGY OF EVERYONE WHO IS FOR YOU

Think about a time that you've changed your mind or taken a risk in your life or work. Think about the person or people in your life who supported that change. Did they give you a gentle hand up or a not so subtle push out of the nest?

Maya Angelou poetically refers to these people who support you in this way as "rainbows in your clouds." I have witnessed people from Indigenous Cultures refer to it as seeking the permission of your ancestors. In the Buddhist Metta teachings, they are referred to as benefactors.

So before we begin on this journey, in whatever way is most resonant with you, take a minute and reflect on who are the people in your life whose love and presence will guide you along this journey. Then, let's name names.

Write their names down here:

## WHAT'S YOUR ACORN?

Take a minute now to think of a particular problem, situation or potential in your effort to repair the world, that, if you were able to solve it, or be with it in a different way, would really make a difference in your life or work. I want to encourage you to bring your acorns into your engagement with this course. If nothing comes to mind immediately, ask yourself:

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What exactly is holding you back from making your big dent in the Universe?
What problem in the world most tugs at your soul?
What is sucking the life out of you so that you question if you can go on doing this work?
Sometimes answering these questions is easy. Other times all we know is that something isn't quite right, but we're not sure how to articulate it. A clue to what is holding you back might be the thing you vent about to your partner or cat every night when you come home from work, or the thing that you think about when you wake up in the middle of the night.
Please go ahead and write your top 2 or 3 issues, problems, concerns, or potentials down here:

## **BLAME & CRITICISM**

Reflect for a minute on the extent to which blame and criticism are in your environment then answer these questions:

Where in your life do you experience being blamed or criticized?

Who in your life blames or criticizes you? Name names.

What is their number one complaint about you?

Where in your life do you blame or criticize others?

Who do you blame or criticize? Name names.

What is your number one complaint about them?

What do you believe about blame and criticism? And who taught you that?

On a scale of 1 to 10, how much are blame or criticism draining energy from your work to change the world? (1 "not at all," 10 "this is sucking the life out of me.")

Are you willing to create a context free of blame and criticism? Yes | No

## **OVERWORK & OVERWHELM**

Without any need to be perfect or accurate or correct, take a minute and jot down all the ways that you personally experience overwork or overwhelm in your work to change the world. Example: working weekends, missing kids' events, etc.

Once you've listed everything you can think of, reflect on your list and circle the top two or three items that are causing you the most distress.

On a scale of 1 to 10, how much is this draining energy from your work to transform the world? (1 "it's a rock in my emotional shoe," 10 "this is sucking the life out of me.")

What is merely an annoyance to you?

What is sucking the life energy out of you?

Are you willing to create a new relationship with time and space? Yes | No

## **INDECISION**

Is indecision - yours or someone else's - a problem for you in your life right now?

If you had a magic wand and could "poof!" the decision into being made, what exactly would be decided? (examples: whether or not to enter into a strategic partnership, how much of a bonus to give employees, what to do about a barrier to your team's progress)

Once you've listed everything you can think of, reflect on your list and circle the top two or three items that are causing you the most distress. Who is responsible for making those decisions? Is there anything you can do about them right away?

On a scale of 1 to 10, how much is this draining energy from your work to change the world? (1 "it's a rock in my emotional shoe, 10 "this is sucking the life out of me.")

What is sucking the life energy out of you?

Are you willing to support a decision being made? Yes | No

## **MICROMANAGEMENT**

Who, if anyone, do you micromanage? Name names:

What are the specific incidents or situations where you have believed you needed to micromanage someone? Do they have anything in common?

What is your story about why you have to do this? I have to do this because.....

What are you scared will happen if you don't?

Who, if anyone, micromanages you? Name names:

What are the specific incidents or situations where micromanagement occurred?

What is your story about why they do this?

What is holding you back from saying something?

On a scale of 1 to 10, how much is this draining energy from your work to change the world? (1 "it's a rock in my emotional shoe, 10 "this is sucking the life out of me.")

What is sucking the life energy out of you?

Are you willing to shift this dynamic? Yes | No

## FULLY FACING INTERPERSONAL AND ORGANIZATIONAL TOXICITY

Please take a moment to identify what issues, concerns and problems are most present for you in your interpersonal and organizational contexts right now.

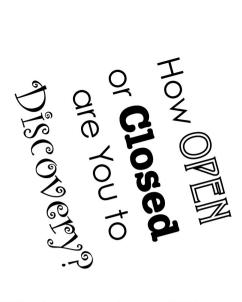
	Blame - I/we put energy into determining whose fault something is
	Criticism - I/we look for things that are wrong that need fixing
	Overworked - I/we routinely work outside of normal work hours and feel exhausted
	Overwhelmed - I/we don't have enough time
	Unrealistic timelines - I/we set timelines that are not reasonable
	Indecision - I/we don't make important decisions in a timely manner
	I micromanage - I/we try to control what others do in an overbearing way
	I am micromanaged - I/we are oriented toward pleasing the boss
	Scarcity - I/we don't have enough money
	Perfectionism - I/we can't make mistakes.
	$\label{lem:paternalism} \mbox{ - I/we make decisions that impact others without fully involving them in the process}$
	Fear of Open Conflict- I/we avoid challenging one another
	Power Hoarding - I/we withhold information, resources, power from others
	Transactional goals - I/we have superficial goals that fail to tap into our passion and purpose
	Transactional relationships - I/we only reach out to others when I/we need something from them.
Plea	ase use this space to list any other toxic dynamics not listed above:
Wh	ich of these toxic dynamics are most important and urgent for you to address now?

## WHAT'S YOUR ACORN?

Take a minute now to think of a particular problem, situation or potential in your effort to repair the world, that, if you were able to solve it, or be with it in a different way, would really make a difference in your life or work. I want to encourage you to bring your acorns into your engagement with this course. If nothing comes to mind immediately, ask yourself:

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Please go ahead and write your top	p 2 or 3 issues, problems, concerns, or potentials down here:

The Openness to Discovery Scale



+10	Implementing (planning actions, requesting support for follow up)
+9	Feeling and showing genuine enthusiasm about the possibilities
+8	Taking full responsibility for the issue and the results that were created
+7	Thinking out loud, making new associations about the issue
+6	Requesting information and examples about the issue from a place of wonder
+5	Listening generously for content (reflecting w/o interjecting your point of view)
+4	Expressing appreciation for the message and messenger regardless of delivery
+3	Openly wondering about the issue using your whole body
+2	Expressing genuine curiosity about the issue with your attitude and words
+1	Demonstrating open posture

Villain		Victim		Hero
Showing polite interest outwardly, inwardly clinging to your POV, rehearsing rebuttal		Shrugging or slumping of shoulders; upturned palms	-1	Looking for someone who needs help or a mess that needs to be prevented or cleaned up
Explaining how the person has misperceived the situation	-2	Explaining how hard and bad things are and how overwhelmed you've been	-2	Seeing how someone might get stuck or how it is or might be hard for them
Interpreting what the person is saying as an attack	ယ်	Experiencing being pummeled and attacked	-3	Encouraging someone to see how things are all going to be okay or calming them down
Justifying the way you are or acted the way you did	-4	Getting spacy, dizzy, and confused or stiff and tight	-4	Readying to take unrequested action to help including to ask someone if they want help
Going silent, getting edgy, snappy or frustrated	-5	Sighing while you describe how hopeless your situation is	-5	Stepping back, letting others go first, and staying out of the limelight so others can shine
Finding fault with the way the message was delivered	-6	Remembering other times the person has done this to you	-6	Worrying about what others will do on their own when you're gone
Righteous indignation, demanding evidence in a hostile manner	-7	Expressing shock and dismay at how inconsiderate the other person is being	-7	Giving unsolicited help and assistance, making suggestions, giving tosses, and advice
Blaming someone or something else	8	Explaining how this is not your fault	-8	Noticing you're doing a lot and taking on more
Attacking or threatening the messenger, verbally or otherwise	-9	Turning away, covering your eyes, moving back or dramatically collapsing	-9	Believing it all depends on you, knowing how lucky they are that you're here
Creating uproar, making an abrupt departure	-10	Whining loudly that it's so unfair and wishing it would all go away	-10	Charging in to rescue the entire situation, clean up the mess, and save the world

## HERO PERSONA ASSESSMENT

When you think about your issue or acorn, which, if any, of these Hero moves are familiar to you or your work? Check as many as apply.

	White Savior Complex - white person who acts to help non-white people, in a way that is self-serving
	Bandaids versus institutional and systemic solutions
	Charity versus justice
	Taking on more than your fair share of work or responsibility
	Doing somebody else's work
	Fear of making anyone else feel uncomfortable
	Inability to set a boundary or say no
	Saying yes to things you don't really want to do
	Agreeing to work nights or weekends when you don't really want to
	Withholding feedback from colleagues (because it would hurt their feelings)
	Looking for problems that need solving
	Wondering what people would do without you
	Giving unsolicited advice
	Designing programs for (versus with) people
	Believing people need you and feeding dependency narratives
	Other:
How	v many total did you check?
Circ	le the one that is most problematic for you.
	ou could give your Hero persona a name, what would you call them? For example, I call my Hero ona the "Eager Beaver" - always running around trying to help people who didn't ask for it.

## VILLAIN PERSONA ASSESSMENT

Here are some common variations of the Villain persona. Check all that apply to you:

	Blaming another person for what happened
	Blaming yourself for what happened
	Blaming an entire group of people for what happened
	Looking for things that are wrong
	Making somebody wrong
	Believing you're better than someone else
	Believing you're worse than someone else
	Believing your group is better than another group
	Believing your group is worse than another group
	Making reality wrong by clinging to how something "should" be
	Gossipping by talking about somebody behind their back
	Rebelling by breaking the rules or cheating
	Justifying your bad behavior
	Attacking the messenger
	Attacking someone's character or essence
	Explaining how the other person didn't understand
	Any passive aggressive tactic
Но	w many did you check?
۲۸71	
VV	hich are the most problematic?

If you could give your Villain persona a name, what would you call them? Here are a couple of examples to get your creativity going: Roller Derby Queen, Double-Down Dan, Take No Prisoners Tammy. I call mine Judge Judy. You get the idea - have fun with this.

## **VICTIM PERSONA ASSESSMENT**

Here are some common ways that Victim Personas show up. Check all that feel familiar to you:

	Bite your tongue and not say anything (because it won't make a difference anyhow)
	Losing your initiative (because the boss will micromanage you anyhow)
	Complaining about how things are and how they'll never change
	Failure to make a decision or even know that one needs to be made
	Inability to discern what you really want
	Inability to differentiate between your yeses and nos
	Explaining how it isn't your fault
	Saying yes to things you don't really want to do
	Inability to make clear agreements
	Inability to keep agreements
	Inability to hold others accountable for keeping agreements
	Biting off more than you can chew
	Justifying your bad behavior
	Remaining silent about things that harm you
	Not confronting others who are harming you
	Waiting for someone else to rescue you or save the day
Но	w many did you check? ————
Cir	cle the one that is most problematic for you.
If yo	ou could give your Victim persona a name, what would you call them? Here are some examples

to get your creativity going. I call my Victim persona "Angry Penguin." Some other fun Victim persona names might be Helpless Harry, Boo Hoo Sue, Pity Party Pam. You get the idea.

## SOCIETAL POWER ASSESSMENT

For each identity group category (age, race, skin color, etc) reflect on the extent to which you experience privilege or marginalization. It might be different depending on what context you happen to be in, then complete the journal questions below.

PRIVILEGED GROUP	IDENTITY GROUP	MARGINALIZED GROUP
30's to early 50's	Age	Younger, Older
White	Race	POC: People who identify as Biracial/Multiracial
Light Skin; European/ Caucasian Features	Skin Color / Phenotype	Darker Skin: African, Asian, Latinx, Aboriginal Features
Cisgender*	Gender Identity*	Transgender, Gender Nonconforming, Gender Queer, Gender-Fluid, Gender expansive
Appearance and behaviors are congruent with the Gender Binary System - either masculine or feminine	Gender Expression*	Behavior, clothing, haircut or voice, which may not conform to socially defined behaviors and characteristics typically associated with being either masculine or feminine.
Heterosexual	Sexual Orientation	Gay, Lesbian, Bisexual, Queer, Questioning
Executive Director, Director, Manager, Supervisor	Hierarchical Level	Non-Supervisor, Non- Management, Not in a traditional leadership position
Many, More years of work experience	Years of Work Experience	New, Few years of work experience
Graduate degree, 4-Year Degree; Private schooling	Education Level	2-Year degree, Public schooling, 1st generation to college
U.S. Born	National Origin	Non-US Born, Born in a country or territory other than the US
Currently "able-bodied"	Ableness/Disability	People with a physical, mental, emotional, and/or learning disability; People living with debilitating chronic disease, HIV+/AIDS

## SOCIETAL POWER ASSESSMENT

"American;" Western European heritage	Ethnicity/Culture	Latine/Hispanic, Native American, South American, African, Asian, Eastern European
Fit society's image of attractive, beautiful, handsome, athletic	Size/Appearance	Perceived by others as too fat, too tall, too short, unattractive, not athletic appearing
Proficient in the use of "Standard" English	English Language	Use of "non-standard" English dialects; have an "accent"
Married in a heterosexual marriage	Marital Status	Single; divorced; widowed; Same gender or queer identified partnership / marriage; unmarried heterosexual patnership
Parents of children within a 2- parent heterosexual marriage	Parental Status	Unmarried parent; do not have children; LGBTQ parents
Upper class; Upper middle class; Middle class	Social Economic Class	Working Class; Experiencing poverty
Very Athletic	Athleticism	Not very athletic
Suburban valued region of US	Geographic Location	Rural; urban; less valued region of US

<sup>\*</sup> https://www.hrc.org/resources/glossary-of-terms

Gender Identity: One's innermost concept of self as male, female, a blend of both or neither – how individuals perceive themselves and what they call themselves. One's gender identity can be the same or different from their sex assigned at birth.

Gender Expression: External appearance of one's gender identity, usually expressed through behavior, clothing, haircut or voice, and which may or may not conform to socially defined behaviors and characteristics typically associated with being either masculine or feminine.

Cisgender: A term used to describe a person whose gender identity aligns with those typically associated with the sex assigned to them at birth.

## SOCIETAL POWER ASSESSMENT

For each identity group category (age, race, skin color, etc) reflect on the extent to which you experience privilege or marginalization. It might be different depending on what context you happen to be in, then complete the journal questions below.

Think about a specific situation in your work for change or your personal life where you experienced marginalization. Jot down not only what happened, but also what body sensations you remember, what you were feeling, what stories you told yourself about what that experience meant about you and the world:

In areas where you experience marginalization, reflect on the additional efforts required to keep yourself safe, whole, and in a space to move forward:

Now think about a specific situation in your work for change or your personal life where you experienced privilege. Jot down not only what happened but also what body sensations you remember, what you were feeling, what stories you told yourself about what that experience meant about you and the world:

In areas where you experience privilege, how can you lean into your humanity to take even greater risks for the whole of the web of life?

What can you learn from both of these spaces (where you are privileged and marginalized) to inform the other, in turn making yourself whole and leading with agency in all spaces?

## POSITIONAL POWER ASSESSMENT

Draw a basic org chart that shows where you are in the chain-of-command. Who
reports to you and to whom do you report? Circle all the people who are involved in
any way in the challenge you're facing. Put a star next to anyone with whom you
experience conflicts or challenges.

If you have more positional power than the others involved, how can you invite others to sit on the same side of the table as you?

If you have less positional power than the others involved, how can you lean into fully occupy your personal power?

## DO YOU REALLY WANT TO DO ANYTHING?

One of my professors from West Point, Jane Holl Lute, went on to become Deputy Secretary General of Peacekeeping for the United Nations. She is brilliant at simplifying and navigating exceedingly complex dilemmas. Over dinner one night she explained her "Opportunity and Regret" Index to me. She said, "For every choice you make there's an opportunity index and a regret index. You just have to figure out which one is bigger."

Taking Jane's advice to heart, and bearing in mind that it's a perfectly valid choice not to do anything at all, reflect on your issue, your feelings, what you really want and what you are committed to, and respond to these journal prompts:



If I choose not to say or do something, what opportunity might I miss?

If I choose to say or do something, what is the worst that could happen?

If I choose to say or do something, what opportunity might open up for me?

What do you choose for yourself? For your aliveness? For your well-being?

## MOVING THROUGH FEAR WITH BLURT - BREATHE - MOVE

Before you start on this exercise, I want to caution that you do this at a time and in a place where you feel safe to explore. And if you do this with others, make sure it is people with whom you feel emotional safety.

#### This will only take six minutes.

- 1. Blurt. Set a timer for two minutes and have at it. Be as unenlightened and as unprofessional and unpackaged as you possibly can. Say things that are utterly inappropriate to say. But get to the kernel of what's nagging at your soul in this situation--in this "what happened." Allow yourself to keep going longer if you need to, but I've never seen it need to last longer than 2 minutes for someone to blurt out the nugget of truth that they didn't quite know how to express properly. It's not about being proper here, it's about being honest with yourself.
- 2. Breathe. Set a timer for two minutes and bring your attention to your breath. Feel your inbreath. Notice your outbreath. Nothing more. Nothing less. If you get distracted, just bring your attention back to your inbreath and outbreath. This is the core of many meditation practices.
  - (Sometimes when I'm doing executive coaching and I notice a client is starting to spiral, I'll suggest we just stop and breathe for a minute. They always enthusiastically agree and we breathe together in silence. And they're ALWAYS energetically in a different place as a result of doing so. More grounded. More present. You gotta be present to win. Breathing is one way to reliably get there. And it only takes a minute or two.)
- 3. Move. Set a timer for two minutes and go for a little walk. Get your body moving. If you want to play your favorite song and make it a dancing walk, all the better. Anything you need to do to get your body moving. This will help the fear chemicals in your body move through you.
  - (Another thing you might try while you're moving is called Fear Melters TM. Dr. Kathlyn Hendricks developed these as movement antidotes to the four primary fear signatures (freeze, flee, fight and faint) and you can find instructions for how to do them at https://hendricks.com/)

## MOVING THROUGH FEAR WITH BLURT - BREATHE - MOVE

4. Journal. Jot down any "a-ha"s that emerged as a result of this process. Anything that's true for you will do. Often in the course of doing this, it will become blatantly obvious what you are feeling, whether that's angry, sad, scared, or any combination of the three. That's a great discovery. Sometimes what will surface is something that you want - a request. All the better. What you're after is something that is authentically true for you - something that is unarguable, including your feelings.

## **EMOTIONAL INTELLIGENCE**

#### Anger

Low	Medium	High
Annoyed	Agitated	Enraged
Bored	Disgusted	Furious
Bothered	Frustrated	Hostile
Dissatisfied	Indignant	Livid
Irritable	Irritated	Outraged
Tense	Resentful	Vengeful

As a mood below the line: Resentment, bitterness

## Sadness

Low	Medium	High
Blue	Discouraged	Agony
Down	Gloomy	Anguished
Lonely	Hopeless	Devastated
Somber	Melancholic	Heartbroken
Solemn	Regretful	Grief-stricken
Unhappy	Sorrowful	Mourning

As a mood below the line: Resentment, bitterness

#### Fear

Low	Medium	High
Concerned	Apprehensive	Frightened
Guarded	Edgy	Frozen
Hesitant	Jumpy	Panicked
Reluctant	Nervous	Petrified
Suspicious	Startled	Shocked
Vulnerable	Worried	Terrified

As a mood below the line: Resentment, bitterness

#### Joy

Low	Medium	High
Calm	Cheerful	Blissful
Carefree	Excited	Delighted
Content	Graceful	Ecstatic
Light-hearted	Optimistic	Enthusiastic
Peaceful	Proud	Elated
Relaxed	Thankful	Expansive

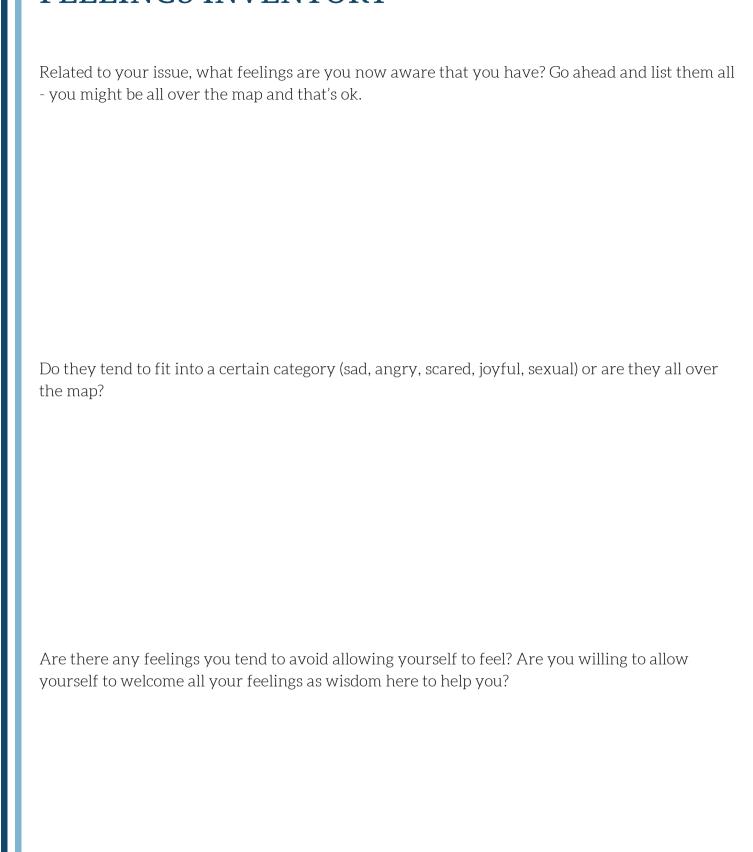
As a mood below the line: Resentment, bitterness

#### Sexual

Low	Medium	High
Aroused	Glowing	Enthralled
Attracted	Excited	Euphoric
Interested	Gleeful	Intoxicated
Inspired	Hot	Orgasmic
Stimulated	Passionate	Prolific
Tickled	Sensual	Rapturous

As a mood below the line: Resentment, bitterness

## FEELINGS INVENTORY



### **EMOTIONAL RANGE**

Step 1: Name the feeling that is here now. (sad, scared, angry, joyful, sexual)

Step 2: Identify where the feeling is located in the body

Clenching
Tingling
Pulling
Swirling
Churning
Swelling
Tickling
Buzzing
Warming
Fluttering
Pinching
Tightening
Itching
Flowing
Numbing



Pounding
Softening
Twisting
Burning
Opening
Pressing
Squeezing
Quivering
Throbbing
Cooling
Expanding
Vibrating
Bubbling
Streaming
Knotting

Step 3: Describe how the sensation is expressing itself - use words ending in "ing

Step 4: Breathe in and through the sensation or match it with movement or non-verbal sound until it shifts

Step 5: Listen for the wisdom of the emotion

Sadness - What wants to be let go of or mourned?

Anger - What is no longer serving you or others? What wants to be stopped, changed, ended?

Fear- What wants to become known?

Joy - What wants to be celebrated?

**Sexual Feelings** - What wants to be created? What is attractive?

## **CLEARING THE PIPES**

This is one of my favorite exercises and between you and me I always keep a couple of printouts of this handout nearby just in case I can't quite put my finger on what's bothering me. Nancy Stubbs shared this exercise with me and I believe she learned it from Katie Hendricks at the Hendricks Institute.

First, set a timer for one minute and simply breathe and notice any body sensations that might arise. Pay careful attention to your stomach, chest, throat, neck, shoulders, and back. Tightness and pain in any of those areas can be your body's way of trying to get your attention. Then just write whatever comes to mind for you. Stick with the first four questions until you feel a sense of completeness with all of them. Only then move to the last question.

of completeness with all of them. Only then move to the last question.
1. I feel scared that
2. I feel sad that
3. I feel angry that
4. I feel joyful that
5. What I really want is

## **KNOW YOUR YESES**

Set a timer for 3 minutes and jot down everything that comes to your mind. Don't filter it and don't worry about your yeses and your nos yet. This is just brainstorming to get your creative ideas flowing.

What I really want is...

At the end of the 3 minutes, if you are able to stand while you do this, that can be helpful in detecting some of the micro-hints your body is going to give you next. If you're not able to stand, this can be done seated as well.

When I have a full body yes I notice an opening in my heart/chest area. My energy seems to be moving upward when I have a yes. But those are my unique body wisdom cues. This will be a chance for you to begin to notice yours.

Next state each separate item that you want out loud, one at a time, and notice any signals your body sends you. As you say each want out loud, one at a time, tune into your body signals and notice what you feel? Where in your body did you feel what you felt? What was happening to the energy in your body? What words or colors or sounds come to mind for you with each one? See if you're able to discern any trends in terms of how your body tells you that you have a yes.

Regarding what you really want, what were your three biggest yeses?

Where in your body did you notice the most clear "yes" energy? Write your body signals for a yes down here for future reference.

## **KNOW YOUR NOS**

Set a timer for 3 minutes and jot down everything that comes to your mind. This is just brainstorming to get your creative ideas flowing.

"I have a no to..."

At the end of the 3 minutes, if you are able to stand while you do this, that can be helpful in detecting some of the micro-hints your body is going to give you next. If you're not able to stand, this can be done seated as well.

When I have a no to something, I notice a sinking downward energy that starts in my chest area. This will be a chance for you to begin to notice your unique "no" cues.

Next state each separate item that you have a no to out loud, one at a time, and notice any signals your body sends you. As you say each no out loud, one at a time, tune into your body signals and notice what you feel? Where in your body did you feel what you felt? What was happening to the energy in your body? What words or colors or sounds come to mind for you with each one? See if you're able to discern any trends in terms of how your body tells you that you have a no.

Write your top three no's down here:

Where in your body did you notice the most clear "no" energy? Write your body signals for a yes down here for future reference.

I want to encourage you to keep a "no notebook" for at least a week. A month would be even better. Keep it with you at all times and jot down anything you notice you have a hesitation or a "no" to. You don't have to do anything about it -yet - all you have to do for now is notice when your body is telling you "no".

## YESES AND NOS TOGETHER

Jot down your three biggest yeses and three biggest nos from the last two exercises in the space below.		
3 BIC	GGEST YESES	3 BIGGEST NOS
What might your life and nos?	be like if you honored the in	ner wisdom of these three yeses
What would you be do	oing differently with your ti	me and creativity?
Who would you be in	community with?	
What changes would	ripple out into the world?	

## FROM WANTING TO WILLING TO COMMITMENT

Think about an issue related to your work to repair the world that you want to explore. Complete these sentences.

Related to my issue, I want...[allow yourself to express freely anything that comes to mind. No censorship or packaging it to be "appropriate" or "professional" or "realistic." Aim for the stars!

Tune into your own body and see if you are able to shift from wanting to being willing. If you are, continue to journal.

Regarding what I want, I am willing to....

Tune into your own body and see if a commitment is wanting to be made. If yes, articulate it like this:

I commit to....

Remember to frame your commitment in the positive (being patient with my kids) versus negative (stop yelling at my kids).

Step in: Pick a spot on the ground to represent being "all in" with your commitment. When you feel ready, step into that spot and declare your commitment out loud. See how it feels in your body to really own your commitment.

Celebration step: How will you celebrate your new commitment? Make sure it's something you can complete before the sun goes down today.

## FROM ENTITLEMENT TO APPRECIATION

Think about an area in your life where things aren't working out the way they "should." What do you feel entitled to? How do you think it "should" be? Go ahead and give yourself a minute or two to speak or write from discovery about what's wrong and how things "should" be.

Did you get it all out? If not - keep goir	ng! Come back when you've gotten it all out.
Now complete this sentence:	
When I tune into	[the problem], I feel entitled to
	[how things "should" be].
Good job! You've stated something una	arguable!
, ,	to find and notice anything - anything at all - that you can xactly right here, right now. Give THAT your attention.
	your body and creative brain, ask yourself this wonder es to mind here: "How can I become a source of what I most

#### APPRECIATION INTERVIEW

- 1. How do you most like to be appreciated?
  - a. Words of affirmation (i.e. "great job!")
  - b. Quality time (i.e. having someone be a sounding board about something you're struggling with, making time to go to lunch together)
  - c. Gifts (incentives such as more vacation time or a raise/bonus)
  - d. Acts of service (offering to help someone when they seem overwhelmed)
  - e. Touch (appropriate to a work environment, i.e. pat on the back, a high five, a hug)
  - f. Other
- 2. How do you most like to be appreciated? (part ii)
  - a. Privately
  - b. Publicly (In front of other people on the team)
  - c. Publicly (In front of other people in our network)
- 3. What timing do you like best for appreciations?
  - a. Regularly
  - b. Be surprised
  - c. A bunch at once
- 4. What qualities, skills, and attributes do you display that you would like to be appreciated for?

5. What qualities about you, that you've been told are "too much," would you be open to truly appreciating?

- 6. What is the current amplitude and frequency of appreciation in your workplace? Would you like that to be different?
- 7. Day to day, what actions/events between you and your colleagues result in you feeling most appreciated?

## FROM CONCEALING TO REVEALING

Who have you withheld communication from?				
	W]	What have you not told them?		
	Но	Iow have you withdrawn from your relationship with them?		
	What are you afraid they will say or do?			
	Do you really want to be closer to them?			
Use the unarguable speaking checklist below to decide exactly what it is you might reveal to them in your next conversation:				
	Rel	Related to the information you've been withholding,		
	1.	Are there any body sensations that come up for you? What's happening where?		
	2.	Are there any feelings or emotions you'd like to express?		
	3.	What thoughts come up for you?		
	4.	Do you have any requests? What are they? Remember to start with "Would you be willing to		
	5.	Schedule the conversation.		

### **AGREEMENTS INVENTORY**

What were your three biggest yeses from the ACT NOW: YESES AND NOS TOGETHER worksheet? Are there any agreements you want to change in your life to create room for those three yeses to come to fruition? List them here:

What were your three biggest nos from page ACT NOW: YESES AND NOS TOGETHER worksheet? Are you overriding them in any way? Do any agreements need to be changed so that you can fully honor these nos of yours?

Have you said "yes" to anything you don't actually want to do? List them here:

Are there any agreements you've made that you aren't keeping? You said you would do something and you haven't done it on time? Or you said you wouldn't do something and you did anyway? List them here:

Put a star next to any agreement that you'd like to proactively change and do so using the steps outlined on the next page.

## PROACTIVELY CHANGING AGREEMENTS THAT AREN'T WORKING FOR YOU

This is perhaps the single greatest shift move of all - the ability to proactively change agreements that no longer work for you. Having completed the agreements inventory on the previous page, you now know what they are. The question is what are you going to do about it?

I've had the privilege of witnessing some people do a truly fantastic job of proactively changing agreements and I want to share a proven formula for changing agreements with you here. You can use this to insert what you want to say under each heading.

- 1. Acknowledge the original agreement. I've noticed that I agreed to present out on the findings from my report at next week's staff meeting.
- 2. Reveal what's changed for you and state what you are now willing to agree to. Do not use this step to make excuses. You are not negotiating or asking for permission. You are stating a fact of what you are willing to agree to. I'm looking at the rest of my schedule for this week and realizing that the soonest I can complete this is the following Wednesday.
- 3. Express respect/regard for the other person and create space for them to express what is true for them. I care about how this will affect you and welcome your thoughts and feedback for me.
- 4. Request confirmation. You are effectively requesting a new agreement now you have to make room for their yeses and nos. Will this work for you if I get it to you by Wednesday at 2 pm?
- 5. Express appreciation. I really appreciate how flexible you are with me. It helps me bring my best to this team. Thank you.

So, what are you waiting for? Go on and proactively change any agreements that aren't working for you anymore! You're going to feel so free once you do! And it will free up tons of energy for the work you are most here to do. Good luck!

## ACT NOW: WHAT IS YOUR GENIUS?

Take a look at your calendar from the past two weeks - assuming they are somewhat typical, and reflect on each thing you did and assign it to one of the zone's below. To help determine how you should categorize your tasks, ask yourself how you were feeling when you did it. Did you lose track of time? How were the results? Did you experience joy?

GENIUS	EXCELLENCE
COMPETENCE	INCOMPETENCE

List your top three genius tasks or ways of being while you were doing those genius tasks here:

1.

2.

3.

How can you free yourself up to do more of these three things? Is there anything you can let go of that is not in your genius? Are there any agreements you want to change?

## PERSONA INTERVIEW

The Persona Interview was created by Gay and Kathlyn Hendricks and is one of my favorite tools for efficiently and effectively shifting from a persona back into my essence. The beauty of this activity is that all you have to do is do it. There's nothing to fix. Nothing else to do other than bring your loving, curious attention to whatever persona is making an appearance right now.

Your job is to simply blurt the first answer that comes to your consciousness. Don't hold it too tightly, just blurt it out and let it go. The results are from doing the process itself, not the actual answers per se. So pick a persona you'd like to shift, give that persona a name, find a friend, and ask them to ask you these questions, using the persona name where the blanks are.

 , what is the most important thing to you?
, what are you most proud of?
 , when did you make your first appearance?
 , who did you learn your style from?
, what are you most afraid of?
 , what do you most want?

Then go on with your life!

Once the interview is complete, shake it off, and appreciate yourself for being willing to shift.