

Building Personal Spirit At Work

October 2, 2009



**Facilitated by David Church, President
Wildwood Consulting Group**

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Upon this gifted age, in its dark hour,
Rains from the sky a meteoric shower
Of facts . . . they lie unquestioned, uncombined.
Wisdom enough to leech us of our ill
Is daily spun; but there exists no loom
To weave it into fabric; undefiled
Proceeds pure Science, and has her say;
 but still
Upon this world from the collective womb
Is spewed all day the red triumphant child.

Edna St. Vincent Millay
From Huntsman, What Quarry?

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Session Objectives

In this workshop, participants will be introduced to the three success factors that affect personal spirit:

- outlook,
- sense of control and
- initiative.

These success factors are vital to your health, career success and relationships. Learn practical steps you can take to strengthen your personal spirit and to better lead yourself and others on a life-long journey towards self-mastery.

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Session Activities

In this workshop, participants will:

- Learn to shift their own personal spirit
- Understand the three success factors that affect personal spirit
- Develop strategies for shifting from negative to positive spirals
- Identify practical steps to strengthen personal spirit in our selves, our teams, and those we serve.

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POWER WORDS

Amazing	Empowered	Happy	Phenomenal
Authentic	Encouraged	Hopeful	Powerful
Awesome	Energized	Incredible	Remarkable
Beautiful	Enlightened	Ingenious	Resilient
Bodacious	Enthusiastic	Insightful	Stupendous
Boundless	Essential	Inspired	Super
Brilliant	Exhilarated	Invincible	Tenacious
Caring	Fabulous	Jazzed	Terrific
Compassionate	Fantastic	Kind	Unbelievable
Courageous	Fearless	Liberated	Unstoppable
Curious	Free	Lively	Valuable
Delighted	Generous	Magnificent	Victorious
Dynamic	Glorious	Marvelous	Wonderful
		Optimistic	Zestful

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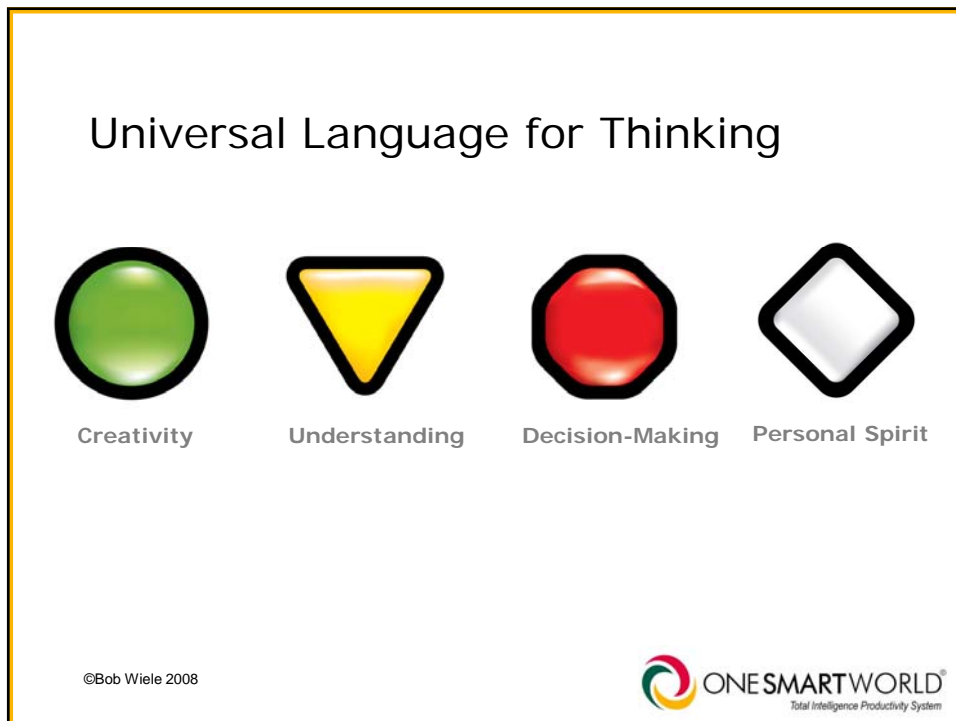
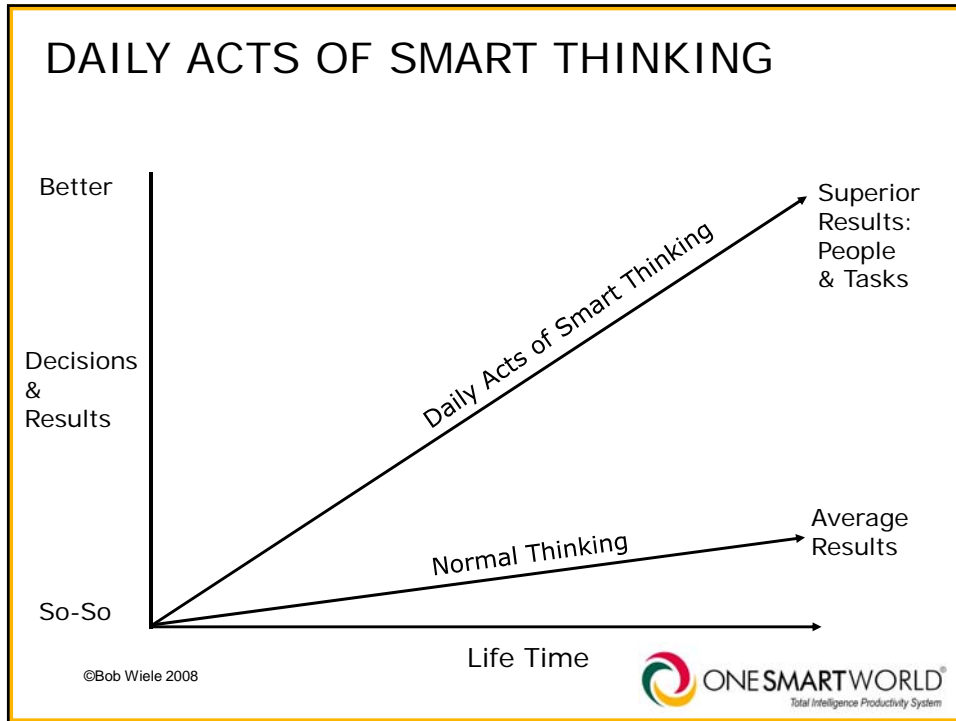


“Intelligence is what you need to use when you don’t know what to do next and you have to figure things out.”

Bob Wiele

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Personal Spirit

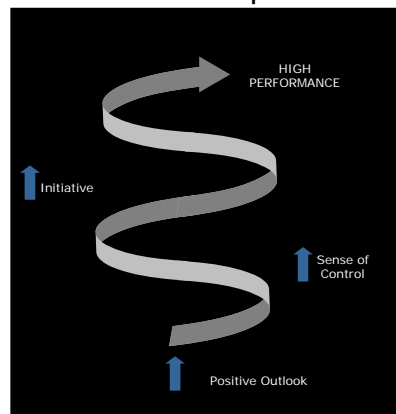
- The inner energy that brings your intelligence to life
- The expression of your own positive life force

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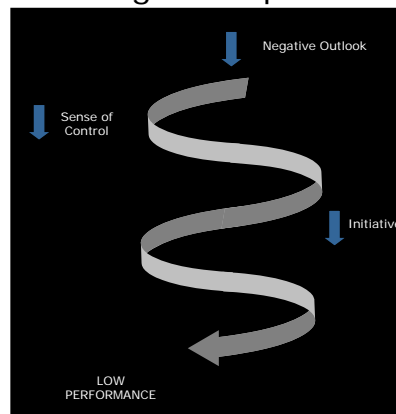


PERSONAL SPIRIT SPIRALS

Positive Spiral



Negative Spiral



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Personal Spirit Spirals:

- What do people say and do to contribute to this spiral? (positive or negative)
- What can you do to break out of a negative spiral when you are in one?
- How can you contribute to creating a positive spiral in your work team?

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Shifting Personal Spirit Spirals:

Most people experience their personal spirit in some form of spiral – moving up or moving down.

The key to breaking the negative downwards spiral is usually one's **sense of control** – getting back in charge of your life – leading to a better outlook and the ability to take small steps that can lead to real initiative.

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Personal Spirit Success Factors

- Outlook
- Sense of Control
- Initiative

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SUCCESS FACTOR #1

Your Outlook:

- A belief that an optimistic, constructive approach to life enables you to find the positive hidden potential and meaning in any situation task or person.

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THE POWER OF YOUR OUTLOOK

“It is the belief that good things may happen and are worth pursuing, but that effort, problem solving and planning are necessary to bring them about.”

Martin Seligman, Ph.D.

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KEY SUCCESS FACTOR # 2

Your Sense of Control:

- A belief that despite difficulties, you can exert personal control, through your own efforts, to impact an outcome.

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THE POWER OF YOUR SENSE OF CONTROL

“... an abiding certainty, based on past experience, that they can influence the course of their lives to a major degree.”

Ken Pelletier, Ph.D.

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YOUR SENSE OF CONTROL: What to Do

- Feel as if you are in the driver's seat of your own life – be in charge of how you respond.
- Find an area you can influence outcomes.
- Act as if you can affect the outcome of the situation you are in.
- Pick a situation to start with where you can try this out.

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KEY SUCCESS FACTOR # 3

Your Initiative:

- A belief that you are able to go above and beyond conventional boundaries to do what it takes to complete important tasks and assist others.

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THE POWER OF YOUR INITIATIVE

“Willingness to go beyond job description,
Helping others achieve their goals,
Taking ownership of an idea from start to finish,
Balance risk and responsibility,
Build support from others to get action”

How to Be a Star Performer Robert Kelley Ph.D.,

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YOUR INITIATIVE: What To Do

- Go above and go beyond, when it is vital
- Be proactive and seize opportunities to go the extra mile
- Decide what to put your best efforts into
- Know your own comfort zone and push beyond those limits
- Build support with alliances and coalitions to get things done

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Building Personal Spirit at Work

Brainstorm a list of actions that you can take to build personal spirit:

1. In your self
2. In your work team
3. In those you serve

Select one idea in each category.

Write it in an index card (1 idea per card)

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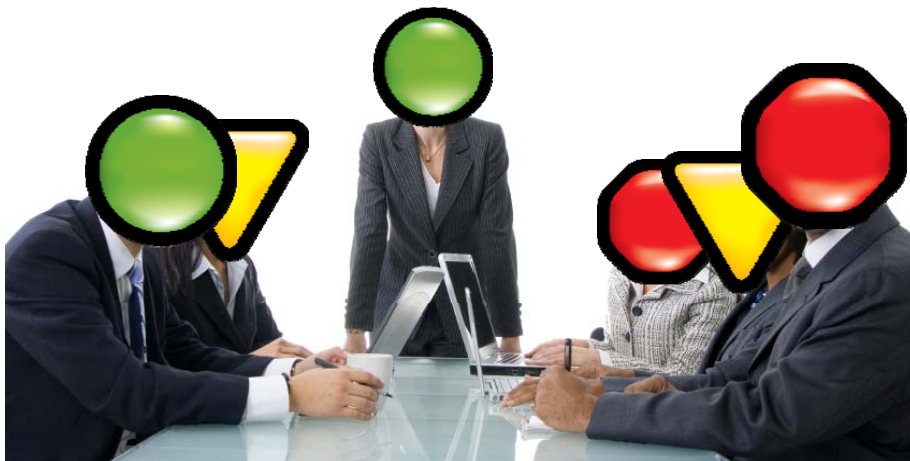
People...



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...think in different ways.



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But if we all think collectively...



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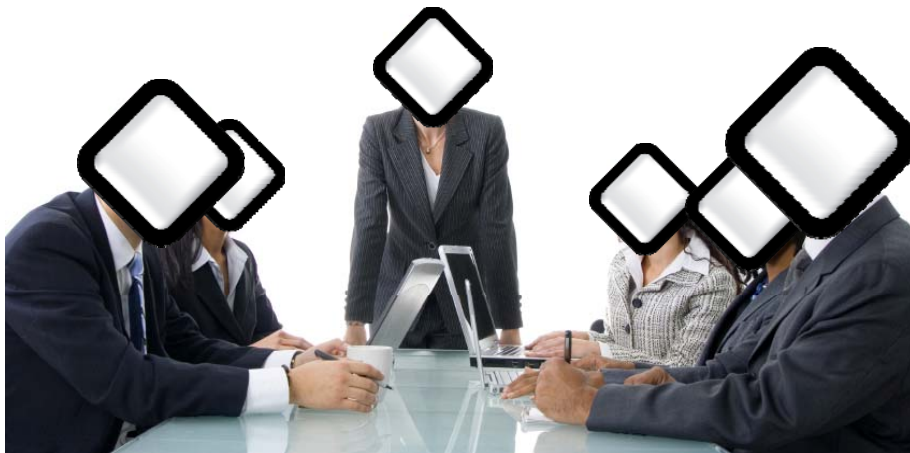
...we can make better decisions...



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...and move forward together.



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HIGH PERFORMANCE THINKING HOW TO SHIFT MINDSETS ROUTINE

1ST STOP – identify the mindset you are in

2ND SELECT – the mindset you need to be in

3RD SHIFT – from –to and use shifting cues – feel, think,
say, do...

4TH SNAP – snap into the new mindset and engage in
the moment

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“Whether you believe
that you can do it, or not,
you are right.”

Henry Ford

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SEVEN COMMON MIND TRAPS

- #1: Closed Mind
- #2: Diving In Without Thinking
- #3: Catastrophizing
- #4: Solving The Wrong Problem Perfectly
- #5: Overconfidence in Own Judgment
- #6: Busy Spinning Wheels
- #7: Mindlessness

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GUIDING PRINCIPLES FOR YOUR SUCCESS

1. You are responsible for your own life and your success
2. You can change your life and change the results that you get
3. Build on your strengths, make allowances for your weaknesses
4. Ignite your personal spirit and you will make a positive difference everyday
5. What you put in, you will get back

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HOW TO GET STARTED ON PERFORMANCE IMPROVEMENT

- Start only if you are ready
- Start easy
- Set a timeframe
- Make no exceptions
- Learn and adjust as you go
- Be forgiving if you experience difficulties
- Keep a record
- Have fun

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“Most groups, teams, organizations, and communities do not seem to be either very process smart or very people smart – they neither exercise effective processes of information gathering, problem solving, and decision-making nor foster a collaborative mindset and commitment to collective goals or visions.”

~David Perkins, Author,
King Arthur's Round Table

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“It takes a ratio of four engaged employees to one disengaged employee to result in any measurable productivity gain”

~ *Gallup Employee Engagement Index*

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“...there finally seems to be the realization that human resources are no longer just the cost of doing business, but are an indispensable asset and an investment that needs to be effectively managed, so that they can yield the high return of sustainable competitive advantage.”

~ *Fred Luthans, Distinguished Professor,
Department of Management, University of Lincoln*

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