



# ABOVE & BEYOND

Transforming the workforce. Transforming lives.

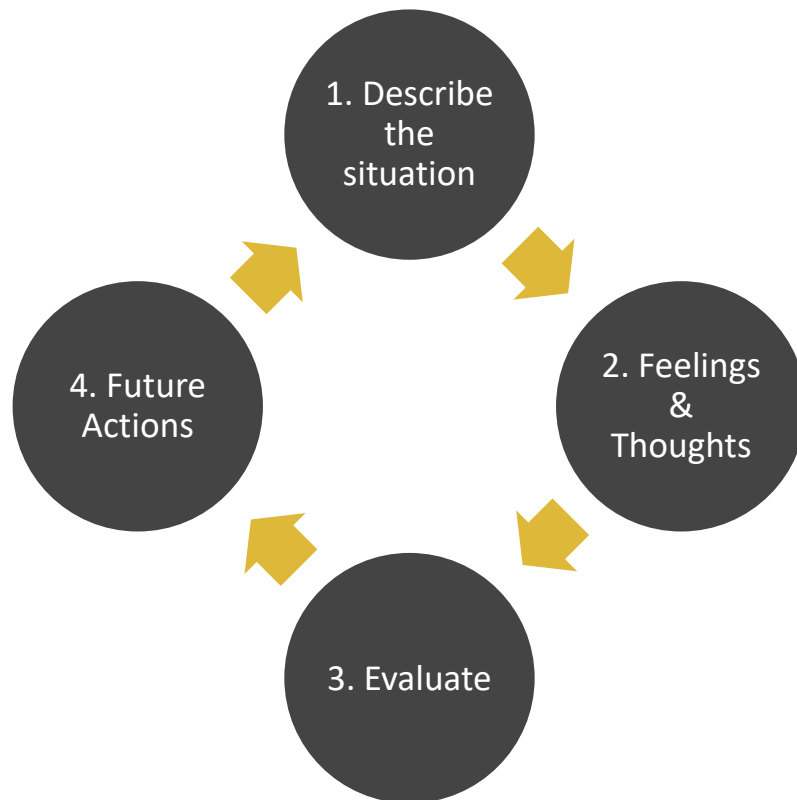
## 4 Step reflection

Build resilience and boost your mental health & wellbeing

Being able to reflect on a situation, take a step back and look at it from a different perspective is a valuable tool particularly at work. Taking time out to be aware of our feelings and how they impact our behaviours can reduce our stress and improve our relationships at work. This builds resilience and boosts our mental health and wellbeing.



# 4 Step reflection



**1. Describe the situation:** No need to waffle here- just set the scene so you have a clear idea of what you were doing, why you were there and who was involved.

**2. Feelings and Thoughts:** Realise they are separate yet related. Try to look at your feelings first as it's our feelings that are our true drivers of our actions. If you find this tricky, feel into your physical body to give you an indication of what your true feelings are (not just your mind telling you). What did it feel like (in your stomach? Chest? - nervous, a rock, calm etc). Notice any discomfort and sit with it. Did your feelings change throughout your experience? Take time to ponder and be honest. Now do the same with your thoughts. Now reflect on what could it be telling you?

**3. Evaluate:** How did the situation pan out? What was helpful or not helpful? Where there particularly tricky parts? Have you had experiences like this before to draw on? What was your overall performance like?

**4. Future Actions:** How would you deal with a similar situation again? How would you like it to be and how would you like to feel? How will you prepare yourself mentally and emotionally? What will keep you on track? What can you do to be better equipped to cope?

Adapted from the Gibbs reflective cycle (1988)



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Arlene Hunt is a leadership and mindset coach. Her 30 years' work experience spans law, adult education and management of teams and individuals in various business and organisational settings.

Arlene's curiosity into human behaviour and what makes people tick led her to study psychology and mental health. She has shared her knowledge with many sectors including education, mining, not for profit and private organisations.

An unapologetic optimist Arlene believes every workplace can be a source of potential, motivation and satisfaction for every employee. She understands that truly effective communication skills and harmonious relationships at work is what makes getting out of bed in the morning worthwhile.

Through her workshops and coaching Arlene enables individuals to reach their full potential and be part of a thriving team.