# STEPHANIE REYNOLDS CONSULTING Leadership & Organizational Consultants

# MINDFULNESS IN THE WORKPLACE

### WHY MINDFULNESS TRAINING?

**There has been a lot of** scientific research done and published recently about Mindfulness practices and their positive effects on the brain. Benefits include: increased attention, learning, memory, feelings of safety, community and compassion for others. Many large organizations worldwide have begun offering Mindfulness training to its employees because of reported workplace benefits such as: improved decision making, ability to focus, work satisfaction, and collaboration.

### WHAT IS MINDFULNESS?

**Mindfulness is a mental state** achieved by focusing one's awareness on the present moment, while calmly acknowledging one's feelings, thoughts, and bodily sensations. It is a very natural state of mind that is accessible to all of us with simple instruction and practice. Learning to be Mindful, means learning to be present to our own thoughts and feelings, and then ultimately, to be able to be present to the thoughts and feelings of others around us.

Mindfulness Training: Learning to Navigate Your Inner Terrain for Satisfaction and Success in Work and Life is delivered as a one-day workshop designed to teach participants what Mindfulness is, the history and brain science behind it, along with simple repeatable techniques, that can be tailored to individual preferences and needs. Once participants choose and practice the technique that works best for them, they learn how to build self-awareness and awareness of others. They then learn and practice the steps for Mindful communication and collaboration. Each module can be tailored to fit organization specific needs.

Module 1: What is Mindfulness?

Module 3: Making Mindfulness Work for You Module 2: Brain Science and Mindfulness Research

Module 4: Building Awareness of Self and Others Module 5: Applying Mindfulness to Work and Life

## **MODULE ONE - What is Mindfulness?**

This module focuses on defining terms, understanding the definition of Mindfulness and it's history, and introducing program models and processes. A personal work/life balance assessment is included.

## **MODULE TWO** - Brain Science and Mindfulness Research?

Participants learn about current research on how the brain functions and changes in relationship to thought and experience. They learn how we are affecting our brain biology all the time. Included is research on those who have practiced Mindfulness extensively, and the positive effects on their brains.

# **MODULE THREE** - Making Mindfulness Work for You

This module focuses on learning and practicing Mindfulness techniques. A learning styles assessment is included to help participants choose the best modality for them. Simple, easy to follow techniques are utilized to help participants experience their own mindful state.

# **MODULE FOUR** - Building Awareness of Self and Others

Participants learn to become more aware of their own thoughts and feelings that can lead to behaviors that hold them back. They learn about beliefs, self-talk, defensive patterns, values and drivers. These techniques help them navigate their inner terrain, and develop their abilities to spot and stop reactive patterns that can lead to negative outcomes. They then learn the steps and skills of Mindful communication.

# **MODULE FIVE** - Applying Mindfulness to Work and Life

This module guides participants applying and practicing Mindful communication to work and personal situations. They walk away with a personal action plan.

Tool, Concept Model	Description of Tool Use and Benefit
Assessment	Learning Styles Assessment to support finding the best approach for each participant
Models	Learning the relationship between Mindfulness and Emotional Intelligence and the building blocks of Mindful Communication
Case Studies	Scenarios that enable participants to practice Mindful listening and Communication techniques
Learning Modalities	Visual, Kinesthetic, and Auditory learning styles and practices
Structured Techniques	Simple step-by-step examples of how to practice     Mindfulness at home or at work
Hooks	Defensive patterns that interfere with our ability to stay in the present moment.
Drivers	Internal strengths that enable us to persevere during difficult times
Action Plans	Apply tools, concepts, and models to participant situations
	Create action plans

### **ABOUT SRC**

Stephanie Reynolds Consulting is a premier provider of executive coaching, team facilitation, organizational change management, and leadership training solutions. We offer a very successful track record over many years of working with clients ranging from the private, public, and non-profit sectors. Our clients include: Alaska Airlines, The University of Washington, Amazon, Microsoft, Navos Behavioral Health, Philips Healthcare, Cancer Research and Biostatistics, Forefront Suicide Prevention, and Colliers International. We specialize in designing and delivering solutions to scale individuals, teams, and organizations. We are respected for our client commitment, business acumen, trusted advice, and remarkable results.