



BECOME A WELL-BEING

Harness Self-Care for Leadership Excellence

Self-Care Exercise: Self-Care Assessment and Planning

To kickstart your journey into self-care, the first exercise is an assessment of your current self-care practices and a planning session for improvement. You will evaluate your physical, emotional, mental, and social self-care habits and develop a personalized plan to enhance your well-being in each area.

Self-Care Assessment Worksheet

Instructions:

This worksheet is designed to help you evaluate your current self-care practices across various aspects of your life. Be honest with yourself as you answer these questions. The goal is to identify areas where you can improve your self-care routines to enhance your overall well-being and effectiveness as a manager.

Physical Self-Care

1. Exercise and Physical Activity:

- How often do you engage in physical exercise?

- Do you feel your current level of physical activity meets your health needs?

- What physical activities do you enjoy, and how can you incorporate them more into your routine?

2. Nutrition:

- **How balanced is your diet?**

- **Are you eating enough fruits, vegetables, and whole grains?**

- **Do you regularly drink enough water?**

3. Sleep:

- **Are you getting enough sleep each night?**

- **Do you have a regular sleep routine?**

- **What changes can you make to improve your sleep quality?**

4. Healthcare:

- **When was your last medical check-up?**

- **Are there any health concerns you need to address?**

- **How proactive are you in seeking medical advice when needed?**

Emotional Self-Care

1. Stress Management:

- **What are your main sources of stress?**

- **How do you currently cope with stress?**

- **What new stress-reduction techniques can you try?**

2. Emotional Awareness:

- **How in tune are you with your emotions?**

- **Do you feel comfortable expressing your emotions in a healthy way?**

- **What activities help you process your emotions?**

3. Leisure and Fun:

- **Do you set aside time regularly for activities that you enjoy?**

- **What hobbies or leisure activities bring you joy?**

- **How can you ensure that you make time for these activities?**

Mental Self-Care

1. Personal Development:

- **What are your personal or professional growth goals?**

- **Are you making time for educational activities or learning new skills?**

- **How can you better integrate personal development into your routine?**

2. Mindfulness and Reflection:

- **Do you practice mindfulness or meditation?**

- **How often do you reflect on your experiences and learn from them?**

- **What tools or resources could support your mindfulness practices?**

3. Work-Life Balance:

- **How do you balance your work responsibilities with personal time?**

- **What boundaries do you set to separate work from personal life?**

- **What changes can you make to improve your work-life balance?**

Social Self-Care

1. Relationships:

- **How satisfied are you with your current relationships?**

- **Do you spend enough quality time with friends and family?**

- **What steps can you take to nurture and strengthen your relationships?**

2. Support Systems:

- **Do you have a support system you can rely on during difficult times?**

- **Are you comfortable asking for help when you need it?**

- **How can you build or improve your support network?**

3. Community Involvement:

- **Are you actively involved in your community?**

- **Do you feel a sense of connection and purpose within your community?**

- **What community activities align with your values and interests?**

After completing this assessment, identify at least one action step for each category that you can take to improve your self-care. Remember, self-care is a personal journey, and what works for others may not work for you. Find practices that fit your lifestyle and help you feel your best.