6 STEPS TO MINDFUL LEADERSHIP

1. Self-Care First
   - Ask yourself what you need in the moment.
   - Notice your emotions, and give yourself permission to feel your feelings.
   - Be gentle with your self-expectations and reset timeliness if necessary.

2. Lead with Compassion
   - Take time in meetings to check-in with others and hold space for what they are experiencing.
   - Ask your team what they need from you and how you can be supportive.
   - Circle back to colleagues who are struggling.

3. Slow Down
   - Try doing one thing at a time as much as possible.
   - Set your intention for the day.
   - Plan your day with breaks and activities that re-energize or ground your task.

4. Remember Why
   - Connect your team’s personal values to the values of your organization, reminding them why you do what you do.
   - Set a weekly intention and share it with those around you.

5. Practice
   - Pause and breathe before checking email, texts, or screens.
   - Begin meetings with a mindful minute. Use a guided mindfulness practice for support.
   - Ask your team what practices support them.

6. Listening
   - Make space for differences of opinion.
   - Remind your team to use ‘I’ statements and allow for different perspectives.

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