



## Creating a personal wellbeing toolkit

Take some time to ask yourself the following questions and write your answers down. As part of the process, identify one action/strategy you will start to practice daily - even a couple of minutes a day will work, it's about being intentional and consistent.

	Questions to ask yourself	Examples of tools: Actions, strategies, activities	Which tool can I add to my toolkit now? What do I need to do to make this more likely to happen?
Managing Stress	What situations or circumstances cause me to feel stressed? eg. work pressure, deadlines, relationships. What has worked in the past or what could I try now to manage these situations better?	<ul> <li>Mindfulness or meditation</li> <li>Deep breathing exercises</li> <li>Establish boundaries</li> <li>Delegate tasks</li> <li>Take regular breaks</li> <li>Engage in hobbies or activities that bring joy and relaxation</li> </ul>	
Eating Well	What makes it hard to eat well and make healthy choices at the moment? What solutions could help me eat better?	<ul> <li>Plan and prepare healthy meals in advance</li> <li>Enjoy a variety of fruits and vegetables daily</li> <li>Limit processed foods and excess sugar</li> <li>Stay hydrated</li> <li>Practice mindful eating</li> </ul>	

## MONTHLY CHALLENGE: GUIDE FOR WELLBEING MANAGERS

	Questions to ask yourself	Examples of tools: Actions, strategies, activities	Which tool can I add to my toolkit now? What do I need to do to make this more likely to happen?
Sleeping	What is getting in the way of me getting good sleep at the moment? eg. busy mind, working at night. What could I do to improve the quality and quantity of my sleep?	<ul> <li>Maintain a consistent sleep schedule</li> <li>Create a relaxing bedtime routine</li> <li>Avoid electronics before bed</li> <li>Create a comfortable sleep environment</li> <li>Limit caffeine and alcohol intake</li> </ul>	
Keeping Active	What is stopping me exercising as much as I would like/need to at the moment? How can I include move movement into my day?	<ul> <li>Engage in regular physical activity (eg, walking, jogging, yoga, dancing)</li> <li>Find activities that are enjoyable, set achievable goals</li> <li>Incorporate movement into daily routines</li> </ul>	
Dealing with difficult emotions	What situtations or circumstances trigger challenging emotions? How can I manage difficult feelings?	<ul> <li>Seek support from a therapist or counsellor</li> <li>Self-compassion</li> <li>Engage in journaling or expressive writing</li> <li>Practice relaxation techniques such as deep breathing or progressive muscle relaxation</li> </ul>	
Social Connection	Am I getting enough social contact? Who makes me feel good when I am around them? What can I do to feel more connected to others?	<ul> <li>Prioritise/schedule time with loved ones and friends</li> <li>Join social, community or volunteer groups</li> <li>Use technology to connect with friends and family who live afar</li> </ul>	

Copyright © 2023 **nextmedia Pty Ltd.** The contents may not be reproduced in any form without the written permission of the publisher. For more healthy tips and recipes see **myeverydaywellbeing.com**