

for Wellbeing & Performance

Orica APA 2020

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Life can get demanding, stressful, messy, difficult, overwhelming...

Sometimes we need a deliberate coping strategy with tactics suited to our circumstances

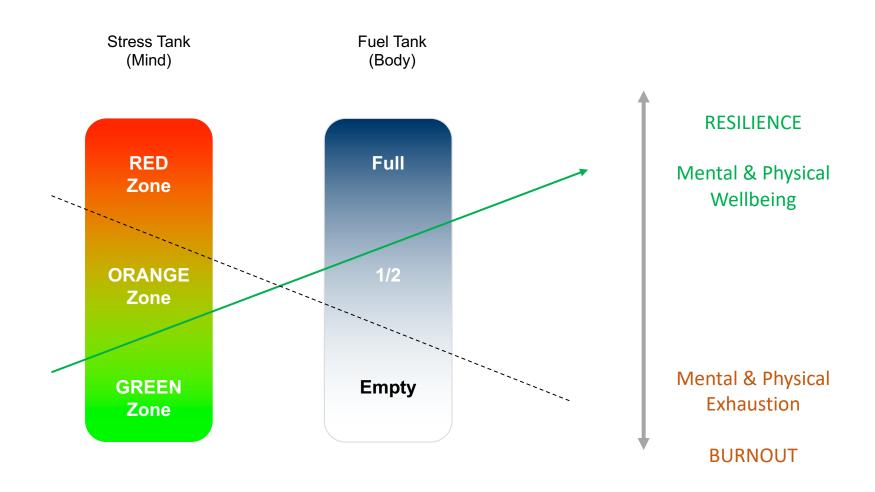
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Choose 3 words to describe how you feel right now



- Tactical Composure Overview and Basics
- 2. Perspective and Grounding
- 3. Optimism and Reframing
- 4. Wellbeing and Motivation
- Emotional Regulation Tactical Composure Advanced
- Relationships and Empathy and Vulnerability
- Your personal tactical composure plan

The wellbeing and mental health continuum



Tactics Check-in

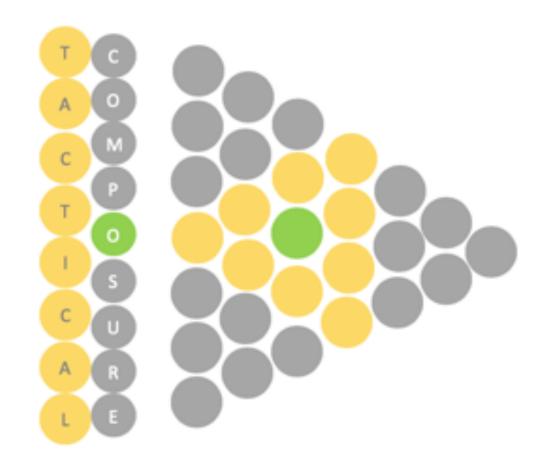
What specific actions, strategies or approaches are you already using in your life

...to manage your wellbeing, daily hassles and stress levels?

[Things that put you in the GREEN zone or fill up your fuel tank]

Go to www.menti.com and use the code 54 39 82 6

What strategies or tactics are you already using to manage your wellbeing, daily hassles and stress levels?



TACTICAL COMPOSURE: deliberately applying practical composure tactics and exercises, for longer-term benefits in resilience, productivity and wellbeing.

TACTICAL: Relating to small-scale actions serving a larger purpose. Think practical, reliable, mobile.

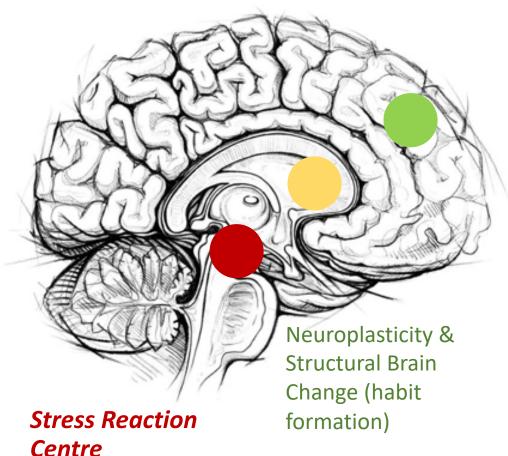
COMPOSURE: The state of being calm and in control of oneself. Think cool, clear, conscious, centred.



In a workplace or relationship setting

- "The ability to cultivate calm awareness and focus on cue" – to be present and alert to what's really going on
- "The ability to face up to demanding (tension triggering) situations and... stay there, pay attention on purpose and not react. Instead to respond professionally, by being deliberate in one's actions. Then return to a state of composure and readiness"



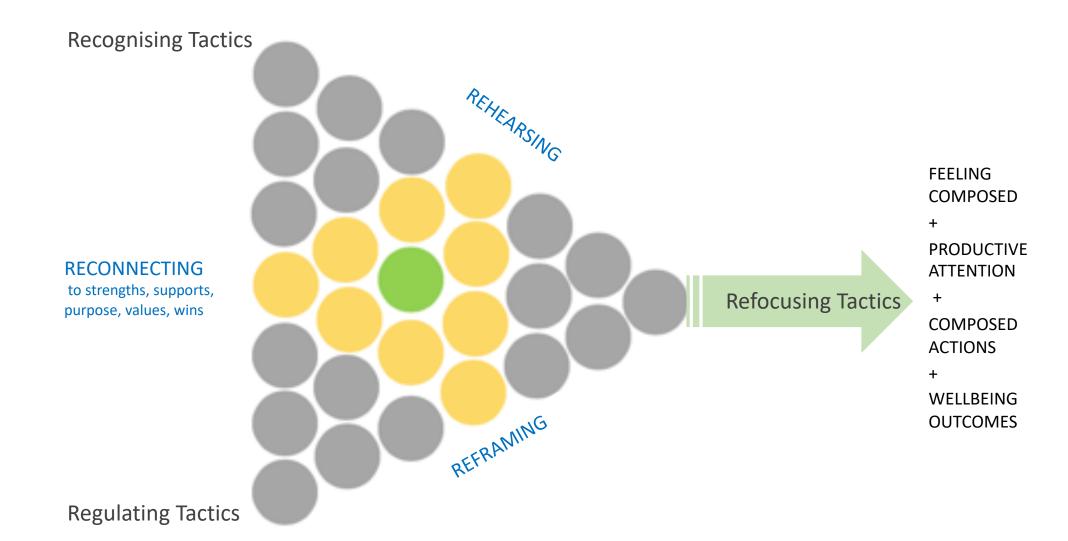


Control & Calm
Centre

Being tactical and strategic, implies deliberateness in your direction and action

BENEFITS:

- Awareness and clear thinking
- Focus and productivity
- Wellbeing and health
- Action-oriented and problem-solving
- Reduced reactivity to stress and frustrations





PAUSE... then exercise tactical composure

RECOGNISE or become aware of what's happening, as it's happening (how tense or composed we are; where our attention has just been; how we are reacting).

REGULATE (*Relax*) our tension levels, calming the mind & body

REFOCUS our attention to where it needs to be

Also activating existing tactics, abilities and brain-power



Demo Exercise AUDIO

• Relax & Refocus Exercises







Tactical Composure: Objectives

Think about your own objectives....

• Improved overall wellbeing, health, productivity?

• Improved ability to manage specific triggering/difficult situations?



Tactical Composure: Objectives

When 'X' happens I usually react by doing "D.E.F." (feel, think, say, do)

 HOWEVER: situation 'X' will recur or not go away immediately, so, I can frontload my mind with a response that's likely to serve me and the situation well (wise action)

When 'X' happens, next time, I will respond by doing "A.B.C."

100

90

80

70

60

50

40

30

20

10

(think, say, do)



Recognising Tactics

Recognising Tactics - techniques and actions that identify and acknowledge where your attention has been focused. *Creating composure through* insight, awareness and relating differently to situations, thoughts and feelings that trigger tension or bother you.

• TC 1a Signs of Tension & Composure CHECKLIST

• TC 1b Recognising Triggers



Activity

 Record the most common signs of tension and composure for you (reference the checklist)

 Start to use these are early warning signs, prompting you to Relax and Refocus

GENERAL SIGNS OF TENSION Feeling Feeling tense (wound up) Muscle tension Headaches Aches and pains Feeling irritable Tightening of the chest Heart rate is up Faster breathing Feel hot and sweaty Feeling nervous or worried Feeling frustrated or angry Restlessness and agitation Feeling nauseous (upset stomach) Feeling tired

 Thinking Poor concentration Forgetting things Can't stop thinking/ can't switch off Impatience with yourself and others Negative and self-critical thinking
Flow on effects ☐ Tense body language ☐ Tense facial expressions ☐ Jumping in to fix things without forethought ☐ Attention wandering off-task ☐ Avoid having to sit with uncomfortable situations ☐ Difficulty just being still and NOT REACTING to triggers
Tension plays out differently for different people. The signs of tension overlap with other signs of the body reacting to things - including signs of stress, anxiety and frustration.

GENERAL SIGNS OF COMPOSURE	☐ Ability to zoom out and take perspective
Feeling ☐ A relaxed feeling in the body ☐ Heartrate at a comfortable level ☐ Breathing comfortably ☐ Feeling awake and alert ☐ A sense of calm ☐ A sense of patience ☐ Positive emotions	Flow on effects ☐ Composed body language ☐ Composed facial expressions ☐ Ability to just observe without fixing ☐ Staying on task or returning to task ☐ Ability to sit with uncomfortable situations ☐ Ability to be still and NOT REACT to triggers
 Thinking □ A sense of good concentration □ A sense of positive, constructive thoughts □ A sense of being centred and present □ A sense of being well-paced □ A sense of self-control over one's actions □ Ability to zoom out and take perspective 	HOW (AND WHERE) DO YOU NOTICE THE DIFFERENCE BETWEEN TENSION & COMPOSURE in your body and mind?



Activity

 Record a few of your common trigger points – situations or behaviours that produce tension, worry or frustration for you

 Start to obverse yourself when these happen again – how you react or respond

MINDFULNESS

- Mindfulness is defined as "the awareness that emerges through paying attention on purpose, in the present moment, and non-judgmentally to the unfolding of experience moment by moment" (Kabat-Zinn, 2003 p. 145).
- Being aware of what's happening, as it's happing ...and not reacting. Seeing things how they really are, rather than how we want them to be.
- A practice/technique, backed by science, that can be 'exercised' readily in work and life. An inherent human ability. For many, a way of being, beyond the practice.

MINDFULNESS EXERCISES

- Focusing our attention on a specific anchor, and sensing it
- Allowing the experience to be as it is (pleasant or unpleasant)
- Returning our attention each time the mind wanders or is distracted
- Doing this with a sense of curiosity and compassion
- Remembering what happened, to gain insights about our patterns and habits of mind
- We begin to notice thoughts themselves, as 'mental events' (the mind is a thought machine)
- We notice helpful (tension reducing) and unhelpful (tension producing) thoughts, then once out of autopilot, choose a wise action





Mindfulness versus Relaxation Exercise



Body-Scan to Relax





Mindfulness versus Relaxation Exercises



Grounding Mindfulness





Notice the difference?

 Relaxation invites you relax and change your physical state, muscle tension, breathing rate

 Mindfulness invites you to just pay attention to what is present, allowing the experience to be what it is – there is no particular state to achieve, just awareness. (relaxation can be a side-effect)

NORMAL EXPERIENCES FOR BEGINNERS

- A sense of relaxation, calm, sleepiness
- A sense of focus, grounding, settling

- Mind wandering and 'monkey mind'
- Judging our selves and our practice
- Body-mind perception changes

• Frustration, irritability, boredom





• TC 5a Self Instructional Method (SIM)

When 'X' happens I usually react by doing "D.E.F." (feel, think, say, do)

When 'X' happens, next time, I will respond by doing "A.B.C." (think, say, do)

Rehearsing Tactics

Rehearsing Tactics - techniques and actions that help you prepare constructive, helpful responses to future situations that are likely to trigger tension. *Creating composure through* virtual practice, being mentally prepared and knowing the avenues of advice or support should they be needed.



Activity

 Record an example of a SIM for one of your trigger situations

 "When 'X' happens, next time, I will respond by doing "A.B.C." (feel, think, say, do) – which will more likely serve me and the situation well"

Tactical Composure Exercise Plan

- Practice the tactics and notice their effects
- Audio exercises and written materials at URL:
- https://www.tacticalcomposure.com/resources/oricawellbeing-program/

TACTICAL COMPOSURE

An investment your mind will thank you for!





TACTICAL COMPOSURE EXERCISE PLAN

Main GoalInitialsDate

WHAT TRIGGERS ARE YOU PAYING ATTENTION TO?

WHAT TACTICS AND EXERCISES ARE YOU PUTTING INTO PLACE? When & How Often?

OBSERVATIONS & EFFECTS

- 1. How is the practice going for you?

>		Main Goal	Date	are you noticing in yourself and your work as ese exercises over time?
Practice of Exercise	Practice of Exercise	THE SIGNS OF COMPOSURE Fin neticing Feeling	Did the tactic exercise session bring down my Subjective Tension Levels, even if Just few units? Don't worty if this clinit happen. Practice now	
Week # Day 1 2 3 4 5 6 7 Done	Week # Day 1 2 3 4 5 6 7 Done	A relaxed feeling in the body Heart sit a comfortable level Breathing comfortably Feeling awake and alert A sense of calin	helps to deliver results later, by building good habits.	
Practice of Exercise	Practice of Exercise	A sense of patience Positive emotions	90	
Week # Day 1 2 3 4 5 6 7 Done	Wirek # Day 1 2 3 4 5 6 7 Done	Thinking A sense of good concentration A sense of positive, constructive thoughts A sense of being centred and present A sense of being well-paced A sense of self-control over	70 60	
Practice of Exercise	Practice of Exercise	one's actions Ability to zoom out and take perspective		
Week # Day 1 2 3 4 5 6 7 Done	Week # Day 1 2 3 4 5 6 7 Done	Flow on efforts Composed body language Composed facial equi-essions Ability to just observe without faing Staying on task or recurring to	50 40 30	
Practice of Exercise	Practice of Exercise	Task Ability to sit with uncomfortable situations	20	
Week #	Wirek #	Ability to be still and NOT REACT to triggers	10	
Day 1 2 3 4 5 6 7 Done	Day 1 2 3 4 5 6 7 Done	Mindset Tips: Be intentional, curious, op perfection. A chaice to exercise (ar test of what's been happening and what's an	out) this composure tactic, regardless	



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OTHER SLIDES

POWER

Perspective – Self Awareness and Mental Flexibility

Optimism – Positive outlook and find possibilities vs problems; Stop counterproductive thinking

Wellbeing – Physical and Mental

Emotion Regulation - Regulate impulses, emotions, and behaviours to achieve; Express appropriately

Relationships – Nurture connections; effective communication; Empathy; Support other and ask for support

Attention Warm up

Directing Sustained Attention



