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# Create Time for Yourself

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# *Finding Time for Yourself*

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## THE LIFE

Carrie had spent 10 years doing the same job, at the same level, delivering time after time, high quality work, being a great leader (known as the 'people's choice') and receiving great appraisals. She earned a good wage and in the current climate was grateful for a job. However, she could not shake the unhappiness she felt everyday going in to work - sound familiar?

## CONFLICTED

Carrie knew there was conflict going on inside her - she believed she was being undervalued at work - everyone seemed to be getting promoted except her, even people she had managed. It was hard balancing home life and work and she was exhausted. She shouldn't be complaining - she had a decent job with decent benefits, a lovely family and home, could afford holidays where others couldn't - so what the hell was wrong with her?

## EXPLORATION

Carrie had always spent more time developing and caring for others than she had for herself, she felt loyal to the people she supported and wanted them to succeed. But something kept niggling at her mind; a previous manager of hers said to her years earlier 'be careful you don't end up running on empty'. Is that what she was doing? Had she left no time for her own growth and development both at home and work? She needed help to figure all this out, but how?

# The Journey

The kids didn't need her as much so she needed to break free of the labels and find out who she really wanted to be! What should she do ?

**She needed to Take Action!**

## **Carrie started to research**

1 - Groups she could join in the workplace, on-line and seek out development events to go to.

2 - This resulted in getting a Coach and a Mentor at work - hoping this would shed some light on why she was being passed over !

3 - She also signed up to go to an event and took a friend with her just in case she ended up on her own!

## **The Beginning**

She joined a Well-being Committee at work where she felt she could make a difference - it felt great to be using more of her skills and knowledge. The Mentor had suggested it - great idea! Working with like minded people with similar views on issues was fun and refreshing - she felt energised and motivated.

This didn't solve the day job issue but it gave her more hope - Carrie knew she needed to keep on exploring but most importantly, she needed to keep learning about her own needs, values, habits and beliefs so she could identify what needed to change. The Coaching sessions started to give her clarity on what was important to her. This was just the beginning of a new way of living for her.

You too can start to make a life that leaves you fulfilled.  
The next few pages give you ideas for starting your own  
journey



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# *How to Get Started*

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## *MAKE TIME*

YOU HAVE TO DO THIS! If you try to fit it in as and when, it will all take too long and you will lose interest. It's not going to be easy but you can do it.

## *GET CLARITY*

Are you unable to appreciate what you have? Is there something missing? Are you able to live true to your values or are you making compromises?

## *TAKE ACTION*

Nothing will change by itself – if you don't take action. Are you happy being right where you are now in 2,3 or 5 years time?



# Create Space to Grow

## Get Prepared

1. Write a list of tasks you need help with e.g. childcare, finances, cleaning.
2. Make a list of people or resources that can help you.
3. Add the time it takes to complete each task onto your list.
4. Look at your resources – fit the resources to the task – then add a cost (hopefully some are free!).
5. Have a chat with yourself – Let stuff go – do you really need to do everything – others may step up and help if you let them.
6. Take action, phone a friend, speak to your spouse, employ a cleaner – whatever it takes – just do it!




## Start Small

1. Set yourself a small goal to start with that is realistically achievable.
2. Write down all the things that need to happen to achieve that goal.
3. Cross off the actions as you do them – you can then see progress which boosts your confidence.
4. Take time to celebrate your achievements however small they may seem – what's 'small' to one person could be 'enormous' to another.
5. Find someone to share your progress with or even keep you accountable.
6. After seeing what is possible, write down your next couple of goals, repeat the process.
7. Thank those who have helped you, tell them about the difference it has made to you.

*"If you don't like where you are heading, change direction"*

# Be Your Own Best Friend



Ok, so life is full of stuff that comes our way, some things we must deal with straight away but not everything is urgent and important - we need to assess those factors.

## Ask yourself:

- What's the impact if I do nothing?
- If I need to take action, what actions do I need to take and by when ?
- Do I really need to do it or can someone else do it?
- If I do it regardless, what value do I get out of it?

## When in doubt

Listen to your gut and emotions.  
call out your feelings,  
negative or positive.

Guilt and worry serve no purpose so find ways to let those feelings go. As they say on the plane 'put your own oxygen mask on first before helping others'.

- Be committed to yourself.
- It may take a while but the more you understand about yourself, the closer to happiness you will become.
- If money is an issue - what can you do differently - don't buy that new bag, that bottle of wine - what do you spend money on which is a short term boost - save it for investment in your well-being.



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# Keep on Track

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## SAY 'NO' - POLITELY

As humans we like to be helpful, share our skills, volunteer for things. We also fear missing out. Ask yourself - how does this serve me? If all it's going to do is add more stress, cause you to lose sleep, or lose out financially - it's only going to take time away from your own sense of well-being- sometimes we just need to say 'No' however uncomfortable it may be. - get used to being uncomfortable!



## FOCUS

Do one thing at a time - don't overload yourself from the start. Create a space just for you - somewhere that makes you feel happy.

Allocate a time - similar time each week helps to get in to a routine. Use a planner or diary - write down your goals - writing them down means you are more likely to do them.

## KEEP GOING

There are a lot of resources out there for free. Tedx talks, books from the library. Write a journal to capture how you are feeling. There are more costly options like a Coach but you are worth the investment. So how can you save for something that you feel is right for you to continue your journey? Don't give up, a little bit at a time - You are so WORTH IT.



# You are ready to go!



The best version of  
you awaits to be set  
free.

If you would like to know more about how I can  
help and whether I would be the right coach  
for you – book a discovery call [here](#).