

ONE STEP AT A TIME

A Self-Coaching Workbook

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A Short and Simple Self-Coaching Book

REVISED EDITION

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The information in this book is not intended to diagnose or treat medical or psychological conditions. The content is written by a life coach. Life coaches do not take the place of a medical professional, such as a licensed psychotherapist or counsellor.

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Introduction

What does happiness mean to you? This book will focus on happiness as a state of inspiration. A genuinely happy person will still find positive *meaning* and purpose amid life's challenges.

To find meaning in life, it helps to identify what matters to you most and reflect on whether you are living aligned to your authentic priorities. This will involve letting go of any opinions and expectations from others that are not empowering you to reach your highest potential.

The simple, yet powerful, self-coaching worksheets in this book will provide an opportunity for you to discover your passions and purpose. The self-coaching questions will inspire lifelong self-awareness, self-discovery, and personal growth.

Taking full responsibility for our own happiness and recognizing that it is up to us to create the life we want can be a liberating experience. Happiness is an inside job.

Sometimes our brains can lie to us and create resistance around doing something that we genuinely want or need to do—we do not always have to listen. Regularly shedding old limiting beliefs about ourselves, while remaining open to new self-exploration and growth, will allow us to reach our true potential and inspire the people around us to do the same.

Discover your unique talents, and gift them to the world.

Tip: It is helpful to have a planner/scheduler to complete the self-coaching worksheets (*in digital or paper format*).

A Life Coaching Philosophy

The goal of life coaching is to help you go from where you are now—to where you want to be in the future. It is the small choices you make every day that can lead to big results over time. If your life is not moving in the direction you desire—you can change the course. Sometimes we need to step outside of our comfort zone and take risks to make our goals a reality.

Life coaches generally do not give advice, instead, they help guide people to their truth using powerful questions; therefore, they are considered to be on the same level as the client. Whereas a medical professional, such as a licensed therapist or counsellor can help evaluate, diagnose, and treat medical or psychological conditions.

Life coaching focuses on identifying our authentic interests and priorities, goal setting, and designing an action plan to make our dreams become a reality. Professional therapy or counselling tends to focus on treating medical or psychological conditions, healing trauma, resolving the past, or dealing with a crisis. Life coaching can complement the therapeutic process.

Here is an example of a powerful question that a life coach might ask:

Where do you want to see yourself in ten years?

Spending a few minutes on simple questions like this can change your life. Life can be so demanding that we often do not stop to think about whether we are headed in the direction that is right for us. If we are not clear about what we want, it is easier to get influenced and distracted by the will of others.

When you know the direction that you want to take in life and make decisions that are aligned with it, the universe begins to support and synchronize with you—doors start to open.

IMPORTANT

If you feel that you might be suffering with serious depression or anxiety that is interfering with your daily life, you may want to seek the help of a professional therapist/counsellor. A combination of professional therapy/counselling and life coaching can be profoundly beneficial.

Becoming Your Higher Self



“It's not what happens to you, but how you react to it that matters.”

— Epictetus

No matter what is happening in the world, we can still work toward becoming the highest version of ourselves. The term “higher self” will have a unique meaning to each individual.

Some view the higher self as a divine, omnipotent, metaphysical entity—while others believe the higher self is a “connection” to an omnipotent Higher Power (depending on a person’s spiritual beliefs).

As we align our beliefs, thoughts, words, and actions with our personal values, we will begin to integrate with our higher selves.

The higher self represents an internal state—not defined by external success, status, or wealth. Yet those who are working toward their highest potential will often attract success and abundance.

Our values, spiritual beliefs, and deepest priorities will help to define what it means to reach our higher selves.

Coaching Question:

What does reaching your highest potential mean to you?

*Some believe that reaching our highest potential would bring about a state of unconditional love for themselves and others. **How do you define love?***

Love is spiritual growth, grace, humility, selflessness, forgiveness, compassion, understanding, work, sacrifice, self-discipline, self-control, self-awareness, empathy, healthy boundaries, assertiveness, creativity, nurturing, excellence, integrity, unity consciousness, empowerment, equality, respect, ethics, conscience, etc.

Love is work. Work is love in action; we can seek work that serves our deepest priorities and purpose.

One way to connect with our higher selves is to meditate and listen to the quiet space in between our thoughts. This is often the place where profound epiphanies and creative ideas arise.

Reaching your highest potential is not only a gift to yourself but to others as well.

Anxiety as a Lack of Acceptance

Fear is at the root of anxiety. Feelings of worry, mistrust, insecurity, and social anxiety can plague our thoughts every day. Our minds can be a hellish place sometimes. Even on the days when we can relax, draining thoughts can leave us exhausted.

Fearful thoughts have a way of manifesting themselves and dramatically influencing our reality; it can also leave us disconnected from our personal power. For instance, a passive, anxious demeanor can attract the attention of predators and narcissists. We can end up in situations that reaffirm our fears and negative thoughts since we often attract whatever it is that we are focused on.¹ Manifesting what we want externally first begins with important internal work.

Many of us spend a considerable amount of time feeling anxious, which can drain us of the vital energy we need to make the changes we seek.

We must identify the general source of our fear and anxiety to begin the process of alleviating it. Anxiety can be caused by external factors (e.g., a toxic work environment, relationships, etc.) or internal factors (e.g., self-image, self-talk, a medical or psychological condition, etc.).

Licensed professionals, including physicians or therapists, can diagnose hidden medical or psychological causes for anxiety. Medical conditions, such as thyroid disorder, can cause depression and anxiety.² People have had great success overcoming anxiety using professional services and/or self-help strategies. Life coaching is not a treatment for anxiety; however, it can complement the therapeutic process, helping you to set goals and create an action plan to make positive changes.

¹ Inspired by Rhonda Byrne, (2006): "The Secret"

² Therese Borchard, (November 15, 2017): "Have Depression or Anxiety? Get Your Thyroid Checked", www.everydayhealth.com, Accessed: December 18, 2019

Taking action can help to alleviate worry and anxiety (e.g., finding solutions to problems, naming and facing fears, challenging negative thought patterns that drain your energy, etc.).

Practicing daily mindfulness techniques, such as meditation and deep breathing exercises, can help you to stay grounded. Sometimes it helps to step outside of the mind and take a moment to observe and detach from negative thoughts. You can consciously override draining or disempowering self-talk.

The mind often wanders into the past or future—preventing us from experiencing joy in the present. Take time to bring your awareness back into the present moment throughout the day.

Fearful thoughts can contribute to both physical and mental illness. Many people turn to the use of illegal drugs or alcohol to escape their own negative thoughts, without ever realizing their power to drastically shift their own mental state by mastering the mind.

The key is to have a constant awareness of your own self-talk. How you are feeling is frequently a direct result of the overall quality of your thoughts.

Self-check-ins are highly effective. Throughout the day, you can observe and monitor your state of mind. Set a timer to remind yourself to check-in with how you are feeling, and consciously shift the quality of your thoughts when necessary (e.g., read an inspiring book, listen to music, meditate, etc.).

There are two types of thoughts—fear-based and love-based. You can separate every thought into one of these two categories and kick the fear-based thoughts out.

Love-based thoughts bring peace, self-love, empowerment, solutions, forgiveness, acceptance, creativity, unity, a sense of well-being, etc.

Fear-based thoughts drain your energy and cause self-doubt, judgement, mistrust, insecurity, envy, jealousy, isolation, etc.

A significant amount of the stress and anxiety people have is self-induced by fear-based thinking. Our life experiences are directly impacted by whether our thoughts are love-based or fear-based.

Sometimes there is real danger in life—fear and anxiety can be useful in helping us to prepare. However, when that fear and anxiety begin to weaken us and our ability to thrive, there is an imbalance.

Carl Jung provided profound insight into the cause of anxiety. He described how we will experience anxiety if our attitude toward life and perspective toward responsibilities, challenges, and unpredictability is not one of acceptance.³

Anxiety can be caused by resistance—to a person, place, or situation. For example, a person who feels anxious about going to work every day may not find his/her career fulfilling; a change in career, or a change in perspective about his/her career, can help improve anxiety.

Due to many factors, it is not always possible to make the immediate changes you seek in life. However, by changing your perspective, you can maintain an empowering outlook as you gradually take steps in the direction you want for your life, or you can find peace through the acceptance of the things you cannot change.

If your anxiety is causing panic attacks, phobias, difficulties in daily life, or interruptions in sleep patterns, it is recommended to seek professional therapy or counselling in addition to life coaching.

Anxiety can be reduced by changing your internal dialogue, external circumstances, and/or your perspective on the things you cannot change.

³ Carl Jung, (January 29, 2019): “Carl Jung and The Value of Anxiety Disorders”, www.academyofideas.com, Accessed: December 18, 2019

Depression as a Revelation

Depression can signal the need for a fundamental shift, either internally or externally; it can be a sign that we are not living aligned to our inner truth, or that we have outgrown old thought patterns, attitudes, or perspectives that are no longer serving us.

When exploring the many different causes of depression (e.g., medical conditions, stress, shame, abuse, external factors, etc.) some mental health professionals believe there is a strong connection between anger and depression. According to Freud, depression is “anger turned inward”.

Anger that is not dealt with in an empowering way can poison our emotional well-being and relationships.

For instance, if a person is suffering inequality in the workplace, but he/she has learned that speaking up could be dangerous, he/she may repress the inevitable anger that arises from the situation. Unfortunately, anger resulting from abuse or injustice does not simply disappear.

Learning the art of standing up for ourselves constructively, confidently, and respectfully is an act of self-love that helps to ensure our anger will never be internalized as depression, or unconsciously directed at the wrong source (displaced anger).

We can use anger as fuel to speak up—while at the same time honouring our interconnectedness since what we do to others, we do to ourselves in the end.

Depression can be reduced by self-exploration, self-actualization, reclaiming our power, and living in a way that inspires us. By doing this, we naturally become an empowering presence for others as well.

Exploring what matters to you most will help you to discover your inner truth. The self-coaching worksheets in this book will help you to identify your interests, goals, and develop a plan of action to create the life you want.

When you feel inspired, you become a powerful conduit of progress and creativity. The happier you are, the happier you will make others by being in your presence. People who

This chapter will explore some of the factors that can cause feelings of depression. The information is for educational purposes only and is not intended to diagnose or treat clinical depression or medical/psychological conditions that can contribute to depression.

practice self-care and self-love are better able to show acceptance, empathy, patience, and compassion to those around them. We are impacted by one another in immeasurable ways—we witness this every day.



When you cannot find the light, you are the light.

- Anonymous



IMPORTANT:

If you find your depression symptoms are negatively impacting your energy levels, sleep, ability to enjoy life, or causing thoughts of suicide a professional therapist or counsellor is recommended.

When People Talk

We cannot rely on what others say about us as infallible truth. What matters is how we think about ourselves. The more internal work we do, the less influence the external world has on our self-image. It is the beliefs we hold about ourselves that can become a self-fulfilling prophecy.

However, our opinion of ourselves can be fallible as well. We run a story in our minds about who we are—but it will need many revisions and edits throughout our lifetime. People change constantly, and it is important not to put a label on ourselves and others. We use labels to zone in on a spectrum of behaviours—but labels do not define a person. Labelling ourselves can restrict us from reaching our true potential—as complex and dynamic human beings. Growth can happen at any time; we never know when a person will have a life-changing shift in perspective. Labels can cause a person to overlook and dismiss their own strengths, as well as exaggerate and overfocus on weaknesses.

Negative feedback can be useful if it is based on truth and provides an opportunity for growth. If a criticism is true, we can change our behaviour, if it is false—the critic is the one with a problem.

This is especially true if a person displays a pattern of gossiping or criticizing others. People can unconsciously project their own insecurities, displaced anger, fears, and feelings of inadequacy onto others. We never know when we will become the target of someone else's projections. For instance, if someone is not trustworthy, he/she is more likely to view others as untrustworthy, even when there is no basis for it.

As you work to make the positive changes you deserve in your life, it is important to surround yourself with empowering and supportive people. Avoiding petty or judgmental people is an act of self-love.

People who gossip enjoy the feeling of power and superiority they get while they are making someone else look bad. It reveals more about the person doing the gossiping than anyone else.

We can usually sense when people are giving constructive criticism out of sincere concern. It is also wise to avoid giving criticism unless we genuinely care about someone.

Criticism of any kind should never threaten our identity or intrinsic worth as human beings. Some people have a fragile ego and are not secure enough with themselves to utter the word “sorry”—for many, being right is more important than doing the right thing. Apologizing when we are wrong and admitting our mistakes is an honourable act of strength and humility.

Through all our mistakes, self-love must remain unconditional. It doesn't mean we condone or accept our own negative behaviours—it means that we understand that our inherent worth as human beings is separate from our actions.

Often as you begin to reclaim your personal power and make changes that are more aligned with your authentic self, people around you who are still imprisoned by limiting beliefs may try to bring you down or box you in; their energy may feel constricting.

A healthy relationship is one that inspires lifelong personal growth and development.

Forget What You Say About Yourself

Just as what others think about us can be false, the story we believe about ourselves may be inaccurate. Limiting beliefs can prevent us from challenging ourselves and reaching our full potential.

Self-awareness is of paramount importance. Regularly reflecting on areas in need of improvement will promote personal growth and development, however, self-judgement (e.g., labelling yourself as “good” or “bad”) does the opposite. For instance, if you see yourself as a “bad” person, you are more likely to hyper-focus on your mistakes and overlook your accomplishments.

How we view ourselves tends to become a self-fulfilling prophecy.

Positive self-esteem requires an empowering inner voice. Those who experienced abuse while growing up may have a shaming inner critic. Having a low opinion of ourselves is as damaging as having an inflated ego—it does not serve anyone.

Self-defeating thoughts can cause anxiety and depression.

Your self-talk should be empowering—your mind is there to serve you. It is worth spending time observing your thoughts on a regular basis. Be your own best friend.

Is there an inner critic that needs correcting?

Do you feel worthy of love and acceptance from yourself and others?

Monitoring your own self-talk requires you to stay in the present moment. This can help you to be mindful of whether you are empowering or draining yourself with your thoughts each day.

By practicing self-love and acceptance, we silently permit others to do the same.

Know Your Worth

The more we value ourselves, the less likely we are to people-please, and make choices that compromise our self-respect. True self-worth comes from simply knowing our inherent worth as human beings—it is not defined by our successes or failures. We are all equal—each of us a unique piece of the puzzle.

Our self-worth should never come from fleeting external sources, such as our job, status, or appearance.

People who have a strong sense of self-worth will naturally value their own time and have high standards regarding who they allow into their lives. They believe they deserve happiness, and if given the choice, are far less likely to tolerate abusive relationships.

When we believe in ourselves, we can step into our personal power. We send a silent message to others that they can believe in us too.

We make the world a better place when modelling self-love.

We can practice honest self-awareness, while remaining forgiving with ourselves when we make mistakes.

How we view others is directly impacted by how we see ourselves. If we learn how to treat ourselves with compassion and understanding, we will know how to do the same for others. Blaming and shaming ourselves creates negative energy that will inevitably impact everyone around us. Creating a better world starts with loving ourselves unconditionally.

People who understand that their worth does not come from external sources (e.g., appearance, wealth, status, education, accomplishments, admiration, validation from others,

etc.) are much more secure with themselves; nothing in their outer world will be able to harm their view of themselves. A strong self-image is like a force-field.

The more internal work we do to ensure we have healthy self-esteem and self-worth, the more empowering our energy will be for those around us.

Know the Worth of Others

All human beings have intrinsic worth and an equal right to respect. We cannot truly respect ourselves unless we respect others. Human and animal rights are reciprocal—we must honour the rights of others to maintain our own rights.

Each one of us is unique. In an evolved society, all individuals would have the opportunity to reach their true potential. Those who are more powerful would not dominate others, but rather, understand their moral responsibility to support and empower people in need.

To become an inspiring presence for others, we need to let go of judgement. This does not imply that we condone or accept any destructive behaviour, it means that we create a safe space for others to make mistakes—without labelling them as a “bad” person. We may observe negative habits or traits in others that need improvement; however, this does not define their worth as human beings.

Unconditional love is the single most transformative force on earth; blaming or shaming have rarely compelled a person to shift from fear to love.

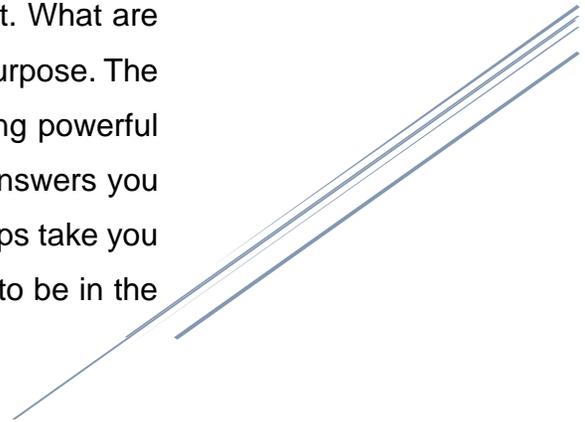
Just as it is important never to judge anyone as having no worth, we should also refrain from putting anyone on a pedestal or glorifying and idolizing people excessively. Studies show that comparing ourselves to others leads to unhappiness.

We are all interconnected. Doing random kind acts to help others can give us a sense of joy and fulfillment.

“A unity consciousness is the highest level of consciousness.” - Unknown

The Self-Coaching Worksheet Part One: Identifying What Matters to You Most

Do you know what you want from life? We need to know what we want before we can work to obtain it. What are you passionate about? Your passion is your purpose. The self-coaching worksheet below involves asking powerful questions that will help shine a light on the answers you already have within yourself. The process helps take you from where you are now, to where you want to be in the future.



One Step at a Time



A series of 25 horizontal lines spaced evenly down the page, providing a template for writing.



A series of horizontal lines for writing, spanning the width of the page.

One Step at a Time

It is easy to become overwhelmed if you have a challenging goal that requires significant effort and commitment. This is when it is critical to break your goals down into baby steps. Imagine you are about to climb a massive staircase—looking straight up to the top can be intimidating. However, if you just focus on the smaller steps immediately in front of you (without looking up at the whole daunting staircase) you eventually make it to the top. Keep moving forward, one step at a time.

The Self-Coaching Worksheet Part Four: Creating a Schedule and Holding Yourself Accountable

The key to success in achieving your goals is to accept accountability for completing your action steps. Life can be unpredictable and full of obstacles; it is helpful to remain solution-focused, resilient, and versatile.

When things do not go as planned—it is important to be flexible and forgiving of ourselves. However, we also know what it feels like when, for example, someone gives their word but doesn't keep it or when a leader/colleague does not accept accountability for not following through at work. To build self-trust, we need to be accountable to ourselves in the same way we are with others and try not to let ourselves down. Keeping our promises to ourselves is a sign of self-respect.

Part Four: Creating a Schedule and Holding Yourself Accountable

1. Create a daily schedule using any type of calendar/planner that works best for you. **Incorporate your action steps from Part Three into your scheduler/calendar.** This will help you to balance your immediate responsibilities with your short-term and long-term goals. Try to time your action steps in synchronization with your energy levels throughout the day. *For instance, if someone is planning to exercise thirty minutes per day, he/she may have higher energy levels first thing in the morning, or even immediately after work.*

Review your progress regularly. Try to remain focused on all the reasons you created your goals.

Stepping outside of your comfort zone helps you to grow.



Tip: Some people may find it easier to follow through on their action steps with an accountability buddy—life coaches are excellent at doing just that. The life coaching process involves meeting with a client regularly, either in person or online, to review a client’s progress with his/her action steps.

The Self-Coaching Worksheet Part Five: Letting Go of Limiting Beliefs

A limiting belief is a disempowering story we tell ourselves that stifles our ability to reach our highest potential. It is often made up of generalizations that do not represent the whole truth (e.g., “I am not applying for that job because I will just get rejected.”).

Here is an example of working through a limiting belief: A limiting belief might be: “I can’t trust anyone.” The truth is that we just need to use good judgement with people. Trust is earned over time. Sometimes a negative generalization about others is a projection of own fear and insecurity. However, the possibility of being betrayed by people is real, and it helps to listen to our intuition.

It is essential to identify any challenges we may have to obtaining our goals. Fears, for example, must be named to be weakened.

One Step at a Time



A series of 25 horizontal lines spanning the width of the page, providing a template for writing.

No matter how long it takes, keep taking even the smallest steps forward. The universe has a way of opening doors and creating opportunities we never could have imagined.

Transcending Negative Habits and Addictions

Negative habits can interfere with our ability to create the life we want.

The reason it can be so difficult to break a habit is that it may be offering some type of reward—but at what cost? Sometimes it is at the cost of our health, self-respect, financial well-being, or an important relationship.

It is easier to break a bad habit if we replace it with a new, healthier one. We can look closely at our daily routine to figure out what triggers the need to escape through an unhealthy habit.

Scenario: *For example, a person may have developed a routine of binge eating on junk food in the evenings due to stress at work, which can lead to obesity and poor health. Breaking a habit like this would require a person to alter his/her routine after work. It's good to get creative with routine hacks. For instance, by only making healthy snacks available at home, or substituting junk food with a healthier reward like reading a book, going for a nature walk, watching a movie, etc.*

If it seems impossible to overcome a self-destructive habit, there may be an underlying cause that a medical professional can help resolve.

Addictions can be more insidious and challenging to stop than habits. Addiction can cause our brain to lie to us, for instance, a person living with addiction may believe that a harmful, or potentially life-threatening substance is good for him/her.⁴ It can alter a person's judgement.

We owe it to ourselves to make behavioural choices that will lead to the happiness we deserve; and in the case of addiction, to seek the support of a medical professional.

⁴ Chris Clancy, "Addiction vs. Habit: Recognizing the Dangers", www.journeypureriver.com, Accessed: December 19, 2019.

The Power of Self-Awareness

Self-awareness is a rare quality in this world. Many of us perceive ourselves differently than how we truly are. Humans are hypocritical sometimes, most of us have been guilty of condemning others for injustices and selfish behaviour—while at the same time practicing a sort of cognitive dissonance of our own behaviour.

Making honest assessments of our beliefs, thoughts, words, and actions is paramount to personal growth and development. Equally important, is to practice self-love and acceptance as we strive to align our behaviour with our higher values and goals.

Most “evil”, as we know it, takes place while we are operating unconsciously—in reaction mode—with an absence of self-awareness. It is when our eyes are closed to our own behaviour that we are capable of inflicting harm on ourselves and others. As is the case whenever we gossip, judge, envy, or otherwise compromise our values for selfish motivations. For example, this can happen when people unconsciously participate with corrupted authority—out of fear of job loss, persecution, or rejection.

How often are we being truly present in the moment and aware of ourselves? People spend much of their time playing societal roles and often project faulty perceptions and insecurities onto others. Sometimes we have just got it wrong in our minds, and we hurt others as a result.

Self-awareness is the ability to become conscious of our own behaviour in the present moment. Through mindfulness, we can keep our thoughts, words, and actions aligned with our higher purpose, both personally and professionally.

This requires responding to conflicts with a clear idea of the result we wish to achieve as opposed to reacting robotically. When dealing with rude or abusive behaviour, a person who is self-aware can lead by example rather than match the behaviour of the bully.

Self-awareness is the key to practicing self-control in all situations. We can model the behaviour we hope to see in others.

Many spend a great deal of time in reaction mode, trying to control their environment and relationships, while constantly worrying about what other people think—it gives the illusion of security. Yet the truth is that we have no control over anyone but ourselves; our place of true power and peace is inward.

Whatever we want to attract into our lives, we must become first.

The Judgement Frequency

We have two choices in how we deal with our mistakes: we can shame and punish ourselves after making a mistake (*which inevitably punishes everyone around us with our self-loathing*); or we can take the wisdom gained from the experience, become a better human, and move closer to our higher selves.

If we choose to shame ourselves, we remain in the energy of judgement. We will inevitably judge others the same way as ourselves. Guilt is healthy, it shows us that we acted against our personal values; it is like an internal radar system. However, once a lesson is learned, guilt no longer serves a purpose other than to remind us never to repeat the mistake. Unresolved guilt can turn into shame. Shame is one of the most destructive and debilitating forces on earth. It is insidious in how it can distort our self-image and consequently become a never-ending self-fulfilling prophecy.

Shame will cause us to sabotage our success because of the inner belief that we are not worthy of happiness. While we are busy self-sabotaging and being miserable, we will probably feel envious of others who reach their goals because they loved themselves enough to let it happen. We will stand on the sidelines in a self-imposed state of hell. This is just a little of what the judgement frequency will bring.

If we choose to forgive ourselves, we are empowered to take the lesson and grow wiser as a person. This simple act of self-forgiveness helps us to understand that everyone around us is entitled to the same forgiveness for their mistakes; it's a win-win.

We all do our best with what we know at the time. By practicing unconditional love and forgiveness on ourselves—we can do it for others as well. This frees us, and everyone around us, to move beyond past mistakes; to transcend the energy of judgement.

Forgive yourself for mistakes in the same way you want your children or loved ones to forgive themselves—model how to practice self-love, compassion, and forgiveness.

Dealing with Toxic People

As we build confidence in who we are and what we stand for—we become more assertive in our communication. Socially aggressive people will often try to take advantage of those they perceive as an easy target; it is helpful to be aware of what message we send through our choice of wording, tone of voice, and body language. In many ways, we teach people how to treat us.

Staying mindful of the present moment helps us to remain grounded when we are faced with any act of bullying; we do not have to give the emotional reaction they are usually trying to provoke.

If you are dealing with a toxic person in the workplace, here are a few tips:

- Do not argue—particularly in written communication such as email.
- Speak up firmly and respectfully when needing to assert healthy boundaries.
- Minimize communication and be careful not to overshare.
- Maintain a strong work ethic, honesty, and integrity. Do not give your power away to the bully by trying to seek his/her validation or approval.
- Seek professional help if required, either internally or outside the company.

Insecure people will sometimes try to cut others down to build themselves up—it may be through gossip, sarcasm, humiliation, criticism, nitpicking, etc.

Remember that if someone has a pattern of demeaning people, it reflects his/her displaced anger, projections, self-loathing, or need for internal work.

Find Meaning in Your Work

Any job where you are helping others, directly or indirectly, supports the flow of life and creation. Each job is an equal piece of the puzzle. Whether it is housekeeping or leading a team, all work that supports the well-being and vision of a business is essential.

Regardless of the role, a person's energy can create an immeasurable ripple effect within an organization. Sometimes the true leaders are the people humbly working behind the scenes. Regardless of a person's role in a company, it is his/her energy that can inspire others.

The more highly evolved we are—the less need for power and status we have, and the stronger our drive to serve the greater good.

Working from the heart is vital; it is beneficial to reflect on what type of work makes us feel fulfilled, and gives us a sense of meaning, joy, and happiness. All work has meaning—however, it must speak to us directly.

Some people have careers that they love; they look forward to going to work and feel as if they are being paid to play. Finding this kind of fulfillment in our job can bring a little piece of paradise on earth.

Not all of us have this kind of opportunity. Many people, through no fault of their own, are forced to work in difficult conditions, often against their will. Exceptionally hard circumstances can lead to profound wisdom; these people will often have a deeper knowing, and understand why empathy, ethics, inspiration, transparency, trust, and leadership without ego create a more evolved and sustainable society.

There are many people who have opportunities to follow their passion, however, they are holding on to limiting beliefs. It is a form of self-sabotage. For these people, it is critical to explore their own fears or conditioning by society.

Life is short—go after your dreams.

Conscious Leadership to Create a Better World

Leaders of all types play a critical role in social and environmental responsibility. When a leader demonstrates ethics and a concern for the greater good—team members tend to be positively influenced to do the same.

For the sake of future generations, now is the time to empower individuals who demonstrate ethics and empathy with leadership roles. The best thing leaders can do to motivate team members is to show that they care—sincerity and transparency create loyalty.

Conscious leaders are aware of their influence, and how their actions will either empower or drain others. Humans are emotional beings who thrive from inspiration, not fear. A genuine connection with people builds a foundation of trust. This requires a leader to actively listen to the feelings of others and create a safe space for team members to speak openly and honestly.

Some roles run the risk of power intoxication. Egocentric leaders can block the creative flow of an organization and smother the inspiration and morale of team members. An evolved leader understands our interconnection and how our success is the sum of our own efforts plus the combined efforts of many. Positive leadership requires healthy self-esteem. Leaders who are genuinely confident will empower smart and innovative team members, instead of feeling threatened by them.

Leadership is a selfless role that inspires others to reach their highest potential. Leaders must remain focused on a shared vision and help keep the team aligned to it.

A true leader:

- Acts as the glue that holds together a team of talented people.
- Keeps the team aligned with the agreed-upon vision/mission of the organization.
- Empowers smart team members, instead of feeling threatened by them.
- Turns problems into solutions.
- Uses inspiration, not fear, to get the job done. He/she understands that to inspire the team, one must first understand the feelings of others. We are emotional beings; our productivity is directly impacted by how we are feeling. When a leader

makes an authentic and positive connection to his/her team, it boosts morale, synergy, and creates loyalty.

- Knows that the use of arrogant, authoritative communication weakens relationships. Power and control are only used when one intends to push some form of selfish agenda.
- Understands that respect is a basic human right for all, regardless of the position they hold.
- Has so little ego that if it were in the best interest of the team to step down, he/she would. He/she will make sacrifices for the greater good.
- Surrenders to a vision that goes beyond him/herself.
- Creates more leaders, not followers. He/she will lead others to their own greatness, instead of trying to convince everyone of his/her own superiority.
- Acts as a servant to the people.
- Has learned self-mastery and understands that our outer success grows in direct proportion to our inner growth.

One Step at a Time

The world needs conscious leaders.

The world needs you.

ABOUT THE AUTHOR

Connie Pillon works to promote personal and professional empowerment through her fiction and non-fiction books.

She offers SEO friendly freelance writing services specializing in self-help, personal development, spirituality, life/business coaching, sustainability, and purpose-driven leadership.

LIFE AND BUSINESS COACHING

Connie uses a holistic approach to coaching that helps to bring the body, mind, and spirit into balance. With professional training in Guided Imagery and The Foundations of Mindfulness, Connie offers visualization sessions to enhance the mind-body connection, promote wellness, reduce anxiety, and improve focus.

BUSINESS BACKGROUND

Connie has an academic background in Business-Accounting, Corporate Sustainability, Life Coaching, and Counselling. She works as a dedicated advocate for purpose-driven business practices and offers extensive knowledge on how to create a socially and environmentally responsible business.

Visit www.ethicaleconomy.blog and www.evolveonline.business to learn how to create a purpose-driven business.