



Come Onboard JurongHealth!

RECRUIT



www.rp.edu.sg/careers

Classified Jobs 1800-289-9988 • www.sphclass.com.sg/recruit • Executive Appointments 1800-289-8822



The ABC's of Work & Life

Katie Mehnert makes time for M.

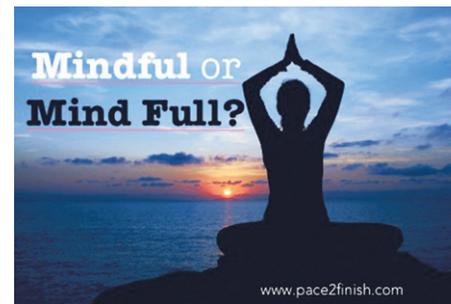
M is for Mindfulness

and aren't purposeless. It's important to schedule downtime in your calendar so that people don't snatch the next available time slot.

- Put in a daily routine of exercise or meditation.** It's OK if you start small, as long as you start something!
- Switch off all of your devices.** This is my weak spot. I need to work on this, but I've become better at creating the right space for when to use my computer, cell phone, and other iDevices.
- Journal daily.** I make a habit of cherishing meaningful moments throughout the day. Today's memory was seeing my daughter's smile while she sang in the tub.
- Find other mindful people.** When you surround yourself with people like Helen the Hurricane, you're likely to get sucked into the vortex. Surround yourself with people who value mindfulness, and you'll be surprised how much you can learn from each other.

What are you doing to be mindful? How is it helping you in work and life? Do you have any Helen the Hurricane stories?

Katie Mehnert is a global talent development and change executive with 17 years of helping people and companies get curious, connect, share, grow and perform better. She has recently been appointed CEO of Pink Petro; www.pinkpetro.com, a platform to connect women and men in the energy industry and advance females in her industry. Prior to her latest venture, Katie was a Director with BP, joining after the Deepwater Horizon incident and worked in various leadership roles worldwide with Shell. She's a dynamic speaker and author having been featured in LinkedIn, CEO.com, Business Insider, and Yahoo. As a work-in-progress marathon runner, wife and working mom, you can follow her musings on balancing it all on her blog at www.katiemehnert.com, or email her at katie@katiemehnert.com



Seven steps to greater mindfulness, less busyness, and managing hurricanes:

- Do less and give up your need to be overly busy.** Stand up and say it: "I will do less because by being overly busy, I don't get my full self-worth."
- Pace yourself and do one thing at a time.** To start, try savouring your meals and chewing slowly. I bet you'll find you'll eat less, too!
- Allow for some space between tasks.** Try shorter meetings with focused topics that require action

person whose presence sucks the life out of a room. After arriving late to the meeting, Helen took a big breath and introduced herself as the busiest woman she knew. She overwhelmed us with her never-ending *busyness medals of honour* and sulked about the lack of sleep, exercise, and family time she had. She then suggested that younger people weren't as hardworking because they didn't "put in their time." She left the meeting early, having spent about half of the time on her Blackberry and the other half inhaling her lunch. (So much for healthy. I noticed she only ate dessert.)

Busyness has reached a new low – extremely pathetic.

- Busyness is not a badge of honour.** This never-ending, back-to-back activity is an addiction. It's no better than over-eating, overdrinking, or an overdosing. The competition has become about being the busiest, and not the most meaningful or focused. My friends, our self-worth should never be tied to "busy". How and with whom we choose to spend our time are choices. Our choices reflect what we respect and value, as well as how we take care of ourselves and whether we are capable of caring outside of ourselves.
- Busyness is driving distraction to a whole new level.** We need to stop the cell phone madness, for one. I am guilty of not shutting my iPhone off when I'm at home. And I know I'm not the only one. We are guilty when we use them during a meeting or, God forbid, in a car. *Maybe this is you?* It's OK, forgive yourself, but please stop! The people you are in the room with deserve your presence and your life is worth getting to your destination safely. You aren't going to be any good to anyone if you don't focus! Sorry, Don. Next time I'll switch off.
- Saying "Yes" to everything isn't sustainable or reliable.** It's a surefire way to tell the world you thrive on



We should feel sorry for Helen, right? Wrong. Helen chooses this life.

I cared about busyness until I hit a wall.

Mindfulness is about meaningful presence, focus, calmness and full awareness. Having a "mind full" can be as simple as getting a message that distracts you from being present. This happened to me at lunch with my friend Don. We enjoyed a good 80 minutes of focused conversation before I looked down at my cell phone. The barrage of messages on the screen distracted me for the rest of our meeting.

You can choose to be mindful or mind full.

Individuals and companies are *choosing* to be more mindful. Intel, for example, recently announced the launch of a mindfulness programme for its global workforce. Last year, Arianna Huffington released her book, *Thrive*, which focuses on creating a life of well-being, wisdom and wonder. Mindfulness isn't a new concept, and it's not something that can be taught – it's a way of living. It has simply become more important given the epidemic of busyness.

True story

Not too long ago, I let an acquaintance tag along to a networking luncheon with senior leaders. We'll call her Helen the Hurricane, because she's the kind of