ENERGY AUDIT
MANAGE YOUR ENERGY AND MANAGE SELF

• Pick 3 words to summarize how you are feeling RIGHT now!

• Reflect on your 3 words, today is about practicing leadership – experiment today... be present, engage and step out of your comfort zone

• What gives you energy?

https://padlet.com/kmoody34/tyzgm1xczbftn9ll
MANGE YOUR ENERGY AND MANAGE SELF

• Where do you spend the majority of your time during an average day?

• Where do you spend the majority of your energy during an average day?
MANAGE YOUR ENERGY AND MANAGE SELF

• We make choices everyday that either deplete or develop our energy.
• Time is a finite resource
• 4 areas of energy: mental, physical, emotional, and spiritual
• Take the Energy Audit
Are You Headed for an Energy Crisis?

Please check the statements below that are true for you.

Body
— I don’t regularly get at least seven to eight hours of sleep, and I often wake up feeling tired.
— I frequently skip breakfast, or I settle for something that isn’t nutritious.
— I don’t work out enough (meaning cardiovascular training at least three times a week and strength training at least once a week).
— I don’t take regular breaks during the day to truly renew and recharge, or I often eat lunch at my desk, if I eat it at all.

Emotions
— I frequently find myself feeling irritable, impatient, or anxious at work, especially when work is demanding.
— I don’t have enough time with my family and loved ones, and when I’m with them, I’m not always really with them.
— I have too little time for the activities that I most deeply enjoy.
— I don’t stop frequently enough to express my appreciation to others or to savor my accomplishments and blessings.

Mind
— I have difficulty focusing on one thing at a time, and I am easily distracted during the day, especially by e-mail.
— I spend much of my day reacting to immediate crises and demands rather than focusing on activities with longer-term value and high leverage.
— I don’t take enough time for reflection, strategizing, and creative thinking.
— I work in the evenings or on weekends, and I almost never take an e-mail-free vacation.

Spirit
— I don’t spend enough time at work doing what I do best and enjoy most.
— There are significant gaps between what I say is most important to me in my life and how I actually allocate my time and energy.
— My decisions at work are more often influenced by external demands than by a strong, clear sense of my own purpose.
— I don’t invest enough time and energy in making a positive difference to others or to the world.

How is your overall energy?
Total number of statements checked: ___

Guide to scores
0-3: Excellent energy management skills
4-6: Reasonable energy management skills
7-10: Significant energy management deficits
11-16: A full-fledged energy management crisis

What do you need to work on?
Number of checks in each category:
Body ___
Mind ___
Emotions ___
Spirit ___

Guide to category scores
0: Excellent energy management skills
1: Strong energy management skills
2: Significant deficits
3: Poor energy management skills
4: A full-fledged energy management crisis
MANAGE YOUR ENERGY AND MANAGE SELF

• Interruptions can increase the amount of time it takes to finish a primary task by 25%
• Focus on being present
• Intentionally schedule time for more challenging work
• Energy of meaning and purpose

• Implicit contract between organizations and their employees/members
YOUR PERSONAL VISION

Energy Management is rooted in our physiology. We are not meant to expend energy continually we are built for periods of energy recovery.

• Energy can develop when you regularly connect with your purpose and values, this is a form of taking care of yourself.

• Today we are going to take time and space to connect with your purpose and imagine your life’s vision.

• Remember you will get out what you put in: Stay present, speak from the heart, experiment beyond your comfort zone, be vulnerable and know your triggers and push through.
DESCRIBING YOUR PERSONAL VISION
Use the following questions to further describe and clarify your vision. Feel free to draw pictures if words don’t work. Use the present tense.

“Imagine achieving the results in your life that you deeply desire. What would they look like? What would they feel like? What words would you use to describe them?”

Suspend judgment about worthiness (your own or what you desire) and self-centeredness. Allow yourself to desire what you desire. You can make choices later.

- Self-image: If you are exactly the kind of person you want to be what are your qualities?
- Health: How do you describe your health, fitness, athletics, and anything to do with your body?
- Work: What is your professional or vocational situation? What impact do your efforts have?
- Personal pursuits: What are you creating in the arena of individual learning, travel, reading or other activities?
- Leadership: What and how do you lead, at work or in your community? What is the impact?

Life purpose: Imagine that your life has a unique purpose – fulfilled through what you do, your interrelationships, and the way you live. Describe that purpose or aspiration in the present tense.
RESOURCES

Contact me:
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- Manage Your Energy, Not Your Time, Harvard Business Review
  https://hbr.org/2007/10/manage-your-energy-not-your-time

- Prepare for The Ultimate Gas Lighting:
  https://forge.medium.com/prepare-for-the-ultimate-gaslighting-6a8ce3f0a0e0

- Unlocking Us, Brené Brown:
  https://brenebrown.com/podcast/introducing-unlocking-us/

- The Happiness Lab:
  https://www.happinesslab.fm/
RESOURCES


• That Discomfort You're Feeling is Grief: https://hbr.org/2020/03/that-discomfort-youre-feeling-is-grief
“Nothing but uncertainty is certain.

Circumstances come together, only to fall apart moments or months later. And then, in a flash, we must rise up and regain our footing. In the rearview mirror, I now see so clearly what escaped me then: It’s not that the ground underneath me was suddenly shifting; it’s that it is never still.

That’s part of the work of my journey—getting comfortable with life’s groundlessness.”

Alicia Keys
More Myself: My Journey

Unlocking Us Podcast with Brené Brown | Episode #7