

RESILIENCE

Facilitator Guide





MODULE 5: TAKE CARE OF YOURSELF

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PREPARATION

TOPIC	DETAILED INFORMATION
OUTCOME	Taking care of ourselves is important in every aspect of our life. Enhancing individual and team decision making skills.
MODULE BACKGROUND INFORMATION	Taking better care of ourselves involves making some changes, with goal setting being the first. Once we have set a goal, we need to then move towards it. How often do we make a New Year's resolution, only to give up on it
MODULE OVERVIEW	<p>Taking care of ourselves is about ensuring that we give ourselves the best opportunity we can to maintain our health, creative energy, network of family and friends, and the smartest skills, in order to cope with everyday challenges and changes.</p> <p>When we take care of ourselves, we can improve our work productivity and safety, we can perceive more fulfillments from work, and our relationships with family and friends can be improved. And all of this helps in keeping our mind and body primed to deal with challenging situations.</p>
PREPARE	<ul style="list-style-type: none">▪ Review this Facilitator Guidance▪ Copy and print the Attendance Sheet at the end of this guide.▪ Think of one goal or desired outcome which relates to the module topic that you do not mind sharing with the participants. You will use this during exercise 2.



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EXECUTION

<p>START</p>	<ul style="list-style-type: none"> ▪ Welcome everyone and explain how the module is structured ▪ If possible, help to spread out the participants into groups of 4 to 6 to facilitate the discussions ▪ Record attendance using the Attendance Sheet.
<p>HIGH LEVEL GOALS</p>	<p>Discuss the high level goals of the module:</p> <ul style="list-style-type: none"> ▪ Be aware that paying attention to one's own physical, mental and spiritual needs and feelings and achieving a work / life balance is important in keeping the mind and body primed to deal with challenging situations <p>Discuss the specific deliverables of the module:</p> <ul style="list-style-type: none"> ▪ Each person evaluates how well he/she is taking care of him/herself, using this as a basis in formulating a goal towards better self-caring
<p>INTRODUCE THE TOPIC</p>	<p>Communicate the following in your own words;</p> <ul style="list-style-type: none"> ▪ When we are physically fit, have enough sleep and are eating well we are not as likely to fall into unhealthy patterns during challenging times. ▪ Our physical resilience and our emotional resilience are interconnected and it's important to grow and maintain both. ▪ It's important to let our brains rest- this can be something like meditation and can also be something as simple as daydreaming. ▪ While 'at rest' the brain is able to process experiences. ▪ This processing of experiences helps to improve our ability to solve and respond to challenges in the future. ▪ When we look after and care about ourselves, we demonstrate better safety behaviours and choices. This benefits ourselves but also our family, the crew and others.



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EXERCISE ONE

EXERCISE 1	<p>Ask participants to turn to page 34 in their guide. Read this Spanish Proverb:</p> <p><i>'A man too busy to take care of his health is like a mechanic too busy to take care of his tools.'</i></p>
DISCUSSION	<p>Start a discussion by asking the following questions:</p> <ul style="list-style-type: none">▪ What does taking care of yourself mean to you? Taking care of family? Taking care of your team?▪ Why is taking care of yourself important for your home life? Your life at work?
EXERCISE MESSAGE	<ul style="list-style-type: none">▪ Taking care of yourself puts your mind and body in a better position to cope and deal with the life challenges.▪ It is about taking care of your body allowing it to recharge and recover, spending time with loved ones, allowing yourself to engage in pleasurable activities and recognising and paying heed to your mental, emotional and spiritual needs and feelings.



EXERCISE TWO

EXERCISE 2	Ask participants to turn to page 35 in their guide and complete the questions and think of a personal goal on the following page. Allow 5 mins to complete.
DISCUSSION	<p>Ask participants to discuss in groups which ones they think are most important to them. Which ones are they currently not happy with and what can they do to change them</p> <ul style="list-style-type: none">▪ Did it make people stop to think and evaluate how much attention and importance they have placed in taking care of themselves?▪ Did it help them to identify and prioritise changes that need to be made in order to achieve a better state of taking care of themselves?▪ Are they ready to commit towards better caring of themselves - if so, ask them to identify their own personal goal and document this on page 36 of their guide.
END OF SESSION SUMMARY	<p>Communicate the following in your own words;</p> <ul style="list-style-type: none">▪ It is important to reflect how well-placed our priorities have been on caring for ourselves.▪ Self-evaluation is an important initial step in formulating goal towards improvement.▪ Make taking care of yourself a priority, as only you can take control of your welfare and you are definitely worth it.
CLOSE	<ul style="list-style-type: none">▪ If you have any specific feedback for this module, please use the feedback form at the end of this guide and send to us at partnersinsafety@shell.com.▪ Close and thank everyone for their participation.

END OF MODULE







FEEDBACK FORM

Module name _____

Please take the time to fill in this feedback form at the end of the module.

WHAT DID YOU LIKE ABOUT THIS MODULE?

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WHICH PART OF THE MODULE DID THE GROUP ENJOY MOST?

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WHAT PART OF THE MODULE DIDN'T WORK SO WELL?

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WHAT WILL YOU CHANGE FOR THE NEXT TIME YOU FACILITATE A MODULE?

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