

## 21 Practical Tips for Creating Your Own Professional Paradise in 2021



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Use these tips yourself and/or share them with your team at huddles, in newsletters, and in team meetings. Feel free to download the PDF to post on bulletin boards or in the break room. Download additional free tools and videos at <a href="https://www.VickiHess.com">www.VickiHess.com</a>.

- 1. Decide to be the *Chief Paradise Officer*™ of your job no matter what's happening around you.
- 2. Create Gratitude Triggers™ to remind yourself to be grateful.
- 3. Re-examine what makes you satisfied, energized & productive at work.
- 4. Shrink your POWs (POWs are anything, internal or external, that feel like a heavy blow.)
- 5. When hit with a POW, stop and take a deep breath.
- 6. When challenges arise, identify and manage your emotions.
- 7. If things are stressful, focus on WC<sup>2</sup> (What Can We Control?).
- 8. When you don't know what's going to happen, write a happy ending.
- 9. Grow your WOWs (WOWs are anything, internal or external, that make you feel satisfied, energized & productive.)
- 10. Watch what you consume it is helping or hurting you?
- 11. Look for opportunities for "addition by subtraction".
- 12. Turn Fly Away Thinking™ into Funnel Thinking™.
- 13. Identify unproductive beliefs and mindsets that are holding you back.
- 14. When you aren't achieving your desired outcomes, look at what actions are getting in the way.
- 15. Take time to meditate even for a few minutes every day.
- 16. Create systems to reinforce habits you wish to hardwire every day.
- 17. Look for the laugh.
- 18. Quit Taking It Personally (QTIP)
- 19. Appreciate those around you and share your appreciation regularly.
- 20. Lose the negative attitude it's hurting you the most.
- 21. Step up and get involved. Volunteer your time and talent to make improvements.

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