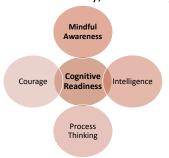
## Mindfully Aware Ready for Anything

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Apply mindful awareness to enhance creativity, resilience, stress relief, and optimal performance in the face of volatility, uncertainty, complexity, and ambiguity (VUCA).



**Cognitive Readiness** – the capacity to be ready for anything requires mindful awareness, intelligence, process thinking and the courage to confront one's own inner workings, relationships, and environment.

**Mindfulness** is the foundation for more effective living. It is a critical factor in a complex system enabling performance on individual, team, and organizational levels.

Mindfulness is always present.

You can intentionally cultivate and increase it.

**Meditation** is an exercise to train the mind to be attentive and focused – to promote mindfulness and concentration. The practice leads to a seamless mindful awareness as a natural part of daily life. **Mindfulness** is intentionally paying attention to whatever is occurring in the moment, objectively. **Concentration** is the ability to choose an object of attention and keep the mind focused on it.

## **Formal Mindfulness Meditation Practice Instruction**

Find a quiet place. Set a timer (5 minutes or more – up to 45 minutes). Take a comfortable seat, your head, neck, and spine aligned – erect and relaxed.

Eyes open or closed.

Let yourself gently, subtly smile.

Feel the sensations of your body, the air against your skin, the weight of the body against your chair, your arms and hands resting comfortably.

Become aware of the sensations of your breath — the air moving in and out of the nostrils or the rising and falling of your chest or diaphragm, wherever it is easiest for you.

**N**otice thoughts feelings, physical sensations, sounds, and visual images. Experience them as

if they were clouds passing in the sky. Note them and return your attention to your breath. If you get "lost" in thought or nod off, as you become aware of it, bring your attention gently but firmly back to the sensations of your breath and continue. Just noticing

Relax into the noticing.

There will be thinking. Don't worry about it or try to stop it. Celebrate the moment of noticing that you have been lost or zoned out.

With practice, mindfulness seeps into everyday life. The calmer and more effective you become. You get lost less frequently and you notice it more quickly when you do.

## **Informal Practice: Moment-to-moment Mindfulness**

No matter where you are or what you are doing - walking down the street, at your desk or at a meeting, reading, writing - if you notice that you are "lost" in thought, mindlessly distracted, reactive, bring your attention back to the sensations of the breath and engage in the current activity. Informal mindfulness practice takes no time. It can be done anywhere, under any circumstances.

Until mindful awareness is naturally present all the time, take *mindfulness moments* from time to time. For example, when the phone rings or a text comes in, take a couple of seconds to feel your body and breath before answering. Use feelings of distraction, frustration, boredom, or anxiety as signals to take a moment to be aware of body and breath.

Increased mindfulness becomes integrated into your life. You become more responsive, less reactive. Calmer, resilient, more capable of skillfully handling anything that comes your way.

Go to <u>www.self-awareliving.com</u> for instructional videos and other information