Coping Plan Based on *Personality*

Write your unique personality combination here: Neuroticism Extraversion

Neurotic extroverts tend to experience high levels of interpersonal stress, causing anxiety. To reduce these uncomfortable feelings, neurotic extroverts will make impulsive decisions in the hope of remedying or alleviating these feelings and thoughts. Neurotic extroverts are excellent at retreating, establishing physical boundaries, and exuding a bold social attitude when needed. Still, these dispositions may cause regret later on due to impulsive decision-making skills.

Work Stressor Situations

I rush and jump to conclusions too quickly about what my colleagues think about me or how well I am performing, causing me to isolate myself and limit social interaction at work or nervously overtalk to cover my insecurities. I end up regretting what I say later, causing interpersonal stress. I have a natural tendency to be too open with my personal life, which then causes me to retreat and put up barriers.

My Feelings & Dispositions

I feel isolated and disconnected from my colleagues. I think that no one understands me or that I am constantly being judged or criticized, even though no one says anything directly to me. I feel paranoid and nervous about what my colleagues think of me and my performance as a professional. Sometimes, I feel like people tolerate me and don't like me.

Coping Skills for Neuroticism Extraversion

I need to slow down and practice mindfulness exercises. Moreover, expressing my insecurity clearly, calmly, and concisely is central to maintaining professional relationships among my colleagues. Some coping skills that I should engage in when having these feelings include:

- 4,4,6 breathing exercises
- Practicing assertive communication skills
- Using grounding techniques when experiencing intense feelings of panic and worry
- Progressive muscle relaxation
- Understanding my anxiety better and accepting myself for being a social person
- Respecting my boundaries and others, especially my own, by not oversharing to compensate
- Mindfulness
- Meditation

Coping Plan Based on
Personality

Neuroticism

If your personality type includes neuroticism, you are excellent at withdrawing and establishing physical boundaries when needed. However, you may be too good at withdrawing, often retreating before conflict resolution can occur, causing interpersonal distress. Neuroticism is prone to viewing distressing situations as threatening, responding in fear and avoidance while having a fixed mindset. Being self-aware of these tendencies provides introspection on coping with work stressors. Individuals prone to neuroticism personality traits should focus on clear and concise communication, advocating for their needs assertively but calmly, and adapting flexibility to open new opportunities.

Work Stressor Situations

My Feelings & Dispositions

Coping Skills for Neuroticism

Coping Plan Based on *Personality*

Extraversion

If your personality includes extraversion, you are excellent at viewing challenging situations as tests rather than threats. You are highly goal-driven, exuding positive energy while maintaining a bold and social attitude. However, you may also be prone to extreme levels of burnout, struggling to find the time for self-care and possibly viewing it as unnecessary. Moreover, your assertive go-getter attitude may come off too forceful at times. Being self-aware of these tendencies provides introspection on coping with work stressors. Individuals prone to extraversion personality traits should focus on setting aside time for self-care, establishing boundaries so self-care can occur, and focusing on the present moment to self-regulate emotionally charged energy.

Work Stressor Situations

My Feelings & Dispositions

Coping Skills for Extraversion

Coping Plan Based on
Personality

Conscientiousness
If your personality includes conscientiousness, then you are a planner at heart. You are great at organizing events, have a self-disciplined attitude, and avoid impulsive decisions. Additionally, you are excellent at disengaging from non-productive thought processes. However, you may be prone to over-planning and neglecting the beauty found in the present. Being conscientious is connected to overall well-being, but there is a fine line between structured and stressed. Being self-aware of these tendencies provides introspection on coping with work stressors. Individuals prone to conscientious personality traits should focus on living in the present moment and practicing mindfulness without an agenda. As the quote goes, "If you are depressed, you are living in the past. If you are anxious, you are living in the future. If you are at peace, you are living in the present."— Lao Tzu

Work Stressor Situations

My Feelings & Dispositions

Coping Skills for Conscientiousness

Coping Plan Based on
Personality

Agreeableness

If your personality includes agreeableness, you are fantastic at making social connections and maintaining lower levels of interpersonal stress. You are naturally empathetic and have a significant concern for other individuals. However, you may be prone to trusting individuals too soon or agreeing to situations or occurrences that you don't necessarily consent to. Being agreeable is an excellent personality trait connected to bolstering social support, but being too accommodating can cause you to negate your own needs. Being self-aware of these tendencies provides introspection on coping with work stressors. Individuals prone to agreeable personality traits should focus on self-advocacy and establishing boundaries for self-care when needed. Above everyone else, you are first and cannot take care of others unless you take care of yourself first.

Work Stressor Situations

My Feelings & Dispositions

Coping Skills for Agreeableness

Coping Plan Based on *Personality*

Openness

If your personality includes openness, you are curious and adventurous, seeking opportunities to express yourself creatively. Additionally, you have a flexible attitude, allowing yourself to adapt to situations when needed and encourage problem-solving skills through varied perspectives. Being open to new experiences is a wonderful trait that refutes fixed mindsets. However, openness is prone to having unrealistic demands that may cause disappointment, causing disengagement, and disillusionment. Being self-aware of these tendencies provides introspection on coping with work stressors. Individuals prone to openness should practice grounding themselves through organized thought and establishing objectives through a SMART goal system. Being a dreamer is beautiful, but as the expression goes, "Expectation is the root of all heartache."

Work Stressor Situations

My Feelings & Dispositions

Coping Skills for Openness

Coping Plan Based on
Personality

Write your unique personality combination here [_____]
It is generally known that personalities are multifaceted and complex. You can use the previous worksheets to understand your unique personality better and synthesize the two to develop a coping plan.

Work Stressor Situations

My Feelings & Dispositions

Coping Skills for [_____]

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