

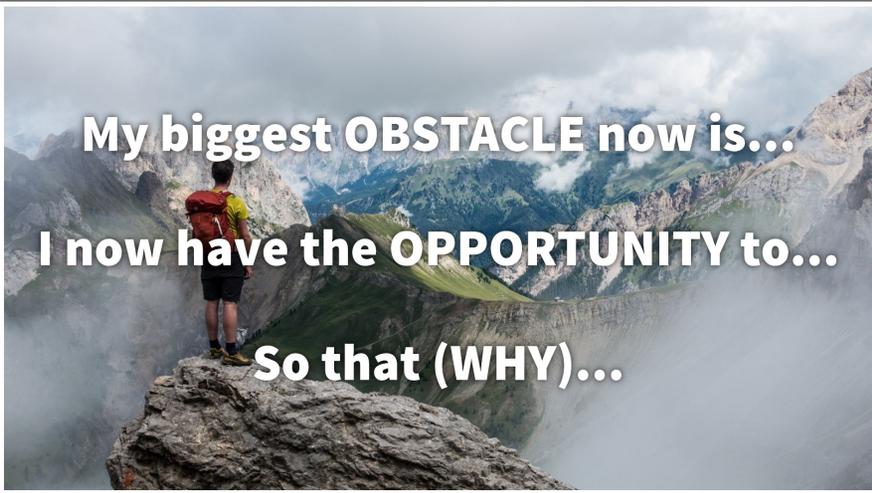
Think Like a Juggler

Integrating Work & Life Responsibilities



Jen Slaw
www.jenslawspeaks.com

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My biggest **OBSTACLE** now is...
I now have the **OPPORTUNITY** to...
So that **(WHY)**...

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The Juggler's Mindset

Juggling our Responsibilities: FOCUS vs. Multi-tasking. A tool to break existing and build new brain patterns.

| | | |
|--|---|---|
|  |  |  |
| <p>CLEAR GOAL</p> <ul style="list-style-type: none"> Specific Measurable Achievable Results-focused Time-bound | <p>GROWTH MINDSET</p> <p>Qualities & skills are cultivated through effort</p> <ul style="list-style-type: none"> "Failure is an opportunity to grow" "I can learn to do anything I want" "Feedback is constructive" "Challenges help me to grow" | <p>DELIBERATE PRACTICE</p> <ul style="list-style-type: none"> Feedback Goal Focus Mentor Comfort Zone |

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B.A.L.L. Framework

For Productivity & Fulfillment in Work & Life



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Break it Down



ACTION

Create a step by step action plan to achieve your purpose or goal.

GOSPA Model:

Goals - Objectives - Strategies - Projects - Actions



FOCUS

Focus on one action at a time. Prioritize important (vs. urgent) tasks first.



CONNECT

Connect the dots in a creative way. Strengthen connections between the "balls" you juggle.

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Prioritization...can you fit it all in?



- What are your big rocks?
- What are your little rocks?

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Work/Life Integration

The juggling act

"You're more likely to be successful when you creatively bring the different parts of your life together...Significant achievement results from compassionate action to use one's talents to make the world somehow better."

- Stewart Friedman, Practice Professor of Management, Wharton School and Director, Wharton Work/Life Integration Project

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Friedman's Model

Create harmony & fulfillment with overlap & connection. Be Real - Be Whole - Be Innovative.
Zoom out. Continuous Improvement, Creativity & Performance Innovation.



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Ask for Help



COLLABORATE

Connect with others.
Build a support team & nurture relationships.
Get a mentor or advisor.
Connection Challenge.



COMMUNICATE

Communicate your vision.
Understand how each member learns, works & communicates best.
Then assign specific tasks to utilize each member's unique strengths.



INNOVATE

Generate new ideas.
Innovation happens in an environment of trust & respect where all feel comfortable contributing.

Keys to Effective Collaboration



- 1 **Have a COMMON PURPOSE, SMART GOALS, & CLEAR PROCESS for implementation**
Alignment with Vision
- 2 **Utilize UNIQUE STRENGTHS, talents, skills & personality of each member**
Self Awareness & Emotional Intelligence
- 3 **Build MUTUAL RESPECT & TRUST through open & honest COMMUNICATION**
Improve Energy, Engagement & Exploration

HOW We Communicate...

"The New Science of Building Great Teams," Alex Pentland, MIT's Human Dynamics Laboratory
Communication Patterns: the most important predictor of a team's success.



Energy

Number & nature of exchanges



Engagement

Distribution of energy
Gallup: Engaged employees are involved in, enthusiastic about & committed to their work & workplace...
31% of US Employees Engaged



Exploration

Communication outside the team

Improving Engagement

Follow the Golden Rule...at Every Level



Authentic Leadership

Transparency & Accountability



Recognition & Acknowledgement

Promotions & Compensation



Learning Opportunities

Foster Relationships, Develop Employee Strengths



Work/Life Integration

Be Flexible, Promote Well-Being



Corporate Social Responsibility

Connection to Mission. Community Service Projects build Trust & Investment

Learn from the Drops



START

Take a risk.

Mistakes are stepping stones to success and can lead to creative solutions.



ANALYZE

Figure out what went wrong.

Make an adjustment for the next attempt.



PRACTICE

Build a library of typical situations for future reference.

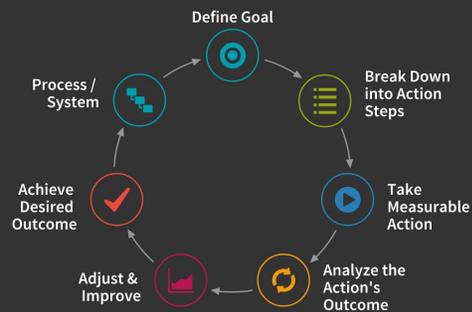
What worked, what didn't, and why? Automate a process.

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Purposeful, Deliberate Practice



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Let it Go



DELEGATE

Delegate to empower others and multiply your efforts.

You don't have to do it all.
Delegate - Automate - Eliminate



MOVE ON

Done is better than perfect. Perfectionism is about fear.

Let go of unrealistic expectations and old patterns that aren't working.



MINDSET SHIFT

Change your mindset.

Obstacles become opportunities.
Zoom out & be present in the Seasons.
“You can have it all, just not all at once.”

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B.A.L.L. Framework

For Productivity & Fulfillment in Work & Life

1 Break it Down
Action
Focus & Prioritize
Connect
ACTION PLAN

3 Learn from the Drops
Start
Analyze
Practice
PROCESS / SYSTEM

2 Ask for Help
Collaborate
Communicate & Engage
Innovate
SUPPORT TEAM

4 Let it Go
Delegate
Move On
Mindset Shift
POSITIVE CHANGE



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Continuous Improvement

Towards Work / Life Integration, Productivity & Fulfillment




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Jen Slaw

Refine What's Possible

-  646-325-5366
-  jen@jenslawspeaks.com
-  www.jenslawspeaks.com
-  [jenslawjuggles](https://twitter.com/jenslawjuggles)
-  [jenslawgram](https://www.instagram.com/jenslawgram)
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#lifeisjuggling

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