

the ENGAGEMENT EXPANDER

before you begin...

Workplace studies have shown that more than 80% of the American workforce is not fully engaged in their job. Many of these are actually “actively disengaged.”

Considering most of us will spend over 100,000 hours of our adult life working, getting and staying engaged with our work is one of the keys to personal happiness and fulfillment.

Easier said than done, right? That’s why we created this simple tool to help you get back on track when you’re not feeling fully engaged.

To increase your level of engagement, use any combination of these eight engagement expanders.

1. practice presence

We spend so much of each day working toward the future or trying to correct the past. Both of these actions can rob us of the power of presence. Take time each day to pay attention to what's happening around you right here, right now. Be fully present in conversations. Notice the details. Become aware of how you feel in more moments. Allow yourself to enjoy today.

2. create focus

The world will try to fool you into thinking that multi-tasking is necessary. The truth is that focus is what gets things done, done quickly, and done well. However it can be hard to focus with so many distractions competing for your attention: people, issues, tasks, emails, phone calls, etc. Find time and space where you can focus each day, or at least once or twice each week. Close your door, turn off your email and phone, or escape to a coffee shop and give yourself the gift of true focus for an hour.

3. manage your energy

A tired mind and body is an unproductive mind and body. And when you're tired and unproductive, it becomes way too easy to disengage. Protect your energy at all costs. This includes getting good sleep, exercising regularly, and fueling your body for performance. Take frequent breaks. Participate in energizing activities and avoid ones that drain your precious energy.

4. surround yourself with “super friends”

Super Friends are people who lift you up, support you, cheerlead for you, and help you live up to your best you. The more you surround yourself with these people, the more engaged and energized you will become. Of course, the exact opposite will be true if you allow yourself to be surrounded by people who drag you down and fill your head with negativity.

5. measure backward

Only measuring against your goals and ideals can lead to frustration and disconnection, especially during times when progress is slower than you'd like. It is imperative that you look backwards once in awhile and measure progress from where you started. One way to do this is to celebrate small successes and milestones as you go.

6. keep moving forward

Inevitably you will stall. There may be times you're so stuck or frustrated you don't know what to do next. Almost always, the best action you can take is to put one foot in front of the other and keep moving forward. Forward momentum, even slow, short steps, usually feels better than standing still.

7. find meaning in your work

Why do you do what you do? Have you ever asked yourself that question? You should. Keep asking until you find a cause or reason that compels you to stay engaged with what you're doing. Remind yourself of the good you're doing in the world, of the difference you're making in other people's lives with your efforts.

8. experience GREATitude

Gratitude is being thankful for what you have. GREATitude takes that up a notch by acknowledging what is truly great in your life. Do you have a great spouse? Great kids? Great home? Great friend? Great dog? Great talent? Even in the worst of times, you can identify something that's great in your life. In both good times and bad, focusing on what's great instantly improves your outlook and keeps your focus in a more positive, engaging place.

worksheet

One way I can PRACTICE PRESENCE:

One way I can CREATE FOCUS:

The #1 thing I need to do to do MANAGE MY ENERGY:

One SUPER FRIEND I need more time with:

One way to remind myself to MEASURE BACKWARD:

My go-to way to MOVE FORWARD when I'm stuck:

One question I can ask to FIND MEANING in my work:

One way to EXPERIENCE GREAT-ITUDE every day: