



# MANAGE YOUR ENERGY, NOT YOUR TIME

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# ROADMAP

- **Conduct an Energy Audit**
- **Explore what it means to work in conjunction with our ultra radian rhythms**
- **Replace will power with positive habits**



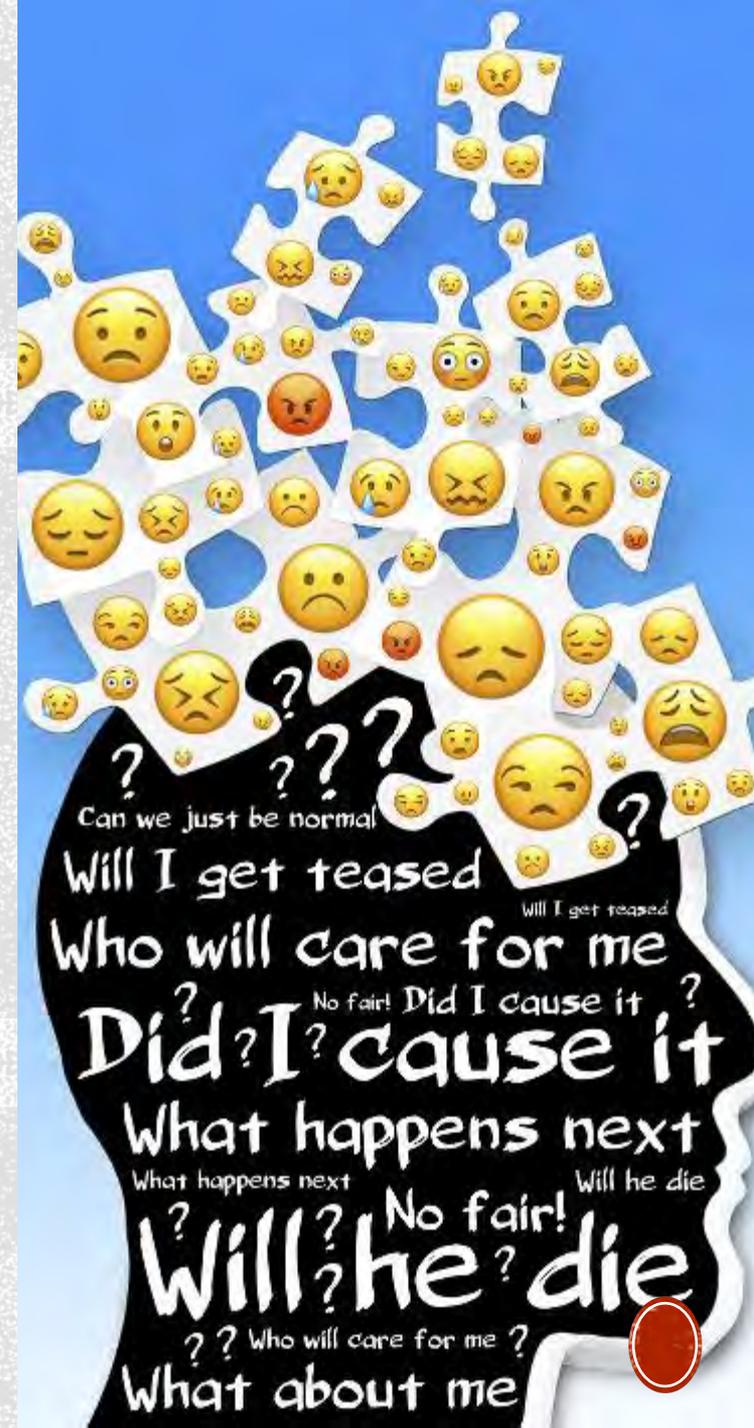
# Cultural Work Myths

- Longer work hours result in greater productivity
- I can routinely cut back sleep with no consequence
- Multitasking enables more to get done in less time
- I love what I do which sustains long working hours



# CONSEQUENCES

- Lack of ability to concentrate
- Impatience
- Overwhelm
- Anxiety
- Perpetual exhaustion
- Disengagement
- Sickness





E

FUEL

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**MOST OF US LIVE IN A GREY ZONE WHERE  
THE POSSIBILITIES OF WHAT WE CAN  
ACHIEVE ACTUALLY PALE IN COMPARISON  
TO WHAT WE DO ACHIEVE**



The way we are  
working isn't  
working!



**What does sustainable  
success look like?**



# Expert Performers

- **PRACTICE**

intensely for max of  
4 hours a day

(Erikson, 1993)

- **RECOVER** more

intensely + **SLEEP**

longer

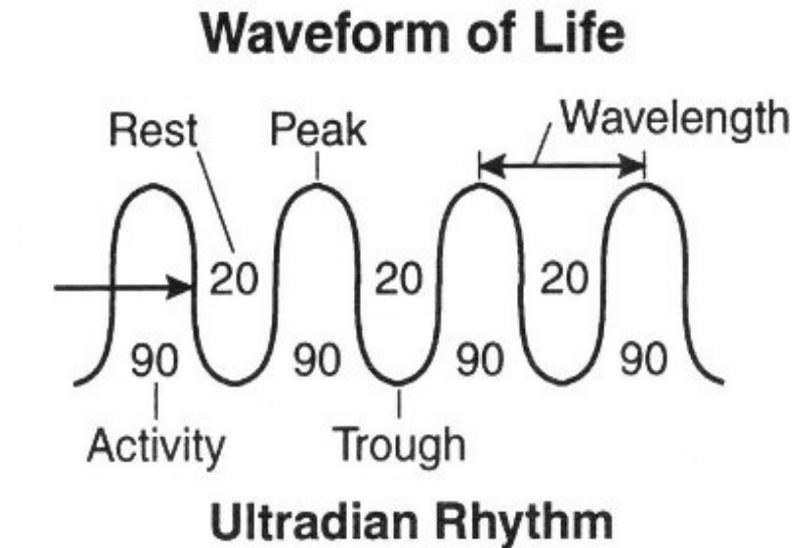


Nearly all violinists agreed that **practice** alone had the greatest impact on their performance. And by their own admission, it was also the **most difficult activity** in their lives & the **least enjoyable**. So they had to make it a habit (as opposed to relying on will or discipline)

**What can we learn  
from our violinists?**

# Work in conjunction with your ultra radian rhythms

- Every 90-120, we cycle from a high energy state to a physiological low
- At the end of the cycle our bodies crave recovery
- It is at this time we should break to rest and renew



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# AUTOMATE BEHAVIOR

Do not rely on will  
power to change  
behaviour





## The Power of Automaticity (habit)

- You do not wake up & contemplate whether or not to brush your teeth
- It is an automatic behaviour
- It's effortless
- It leaves room in your brain to focus on more important tasks





# **AN EXPERIMENT IN SELF-DISCIPLINE**

**BAUMEISTER & COLLEAGUES (1998)**



Why did the  
radish eaters  
quit the  
second task so  
easily?



# Self-supervision

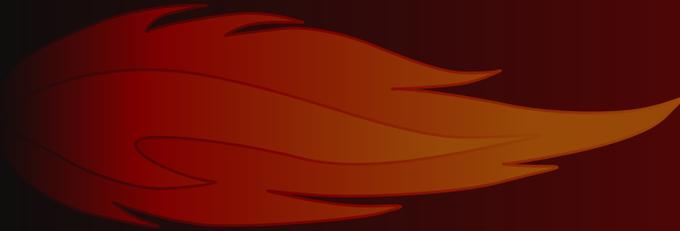
- Radish eaters
- Requires energy & effort
- Draining
- Needs replenishment

# Automaticity

- Cookie eaters
- Behaviour is automatic
- Effortless (Driving a familiar route)
- Any behavior that has become nearly or completely involuntary - without cognition



# Self-Supervision Burns Energy



ACTIVELY WORKING TO  
INHIBIT IMPULSES



ACTIVELY WORKING  
TO DENY EMOTIONS



ENGAGING IN DECISION  
MAKING TRADEOFFS  
(DELL, REGISTRY)



IMPORTANT PROBLEM  
SOLVING (JUDGES)

**“[Self-supervision] cannot be performed with little consequence. It's like using a muscle: After exercising it, it loses its strength, gets fatigued, & becomes ineffectual, at least in the short-term”**



*Baumeister (1998)  
Journal of personality & Social Psychology*

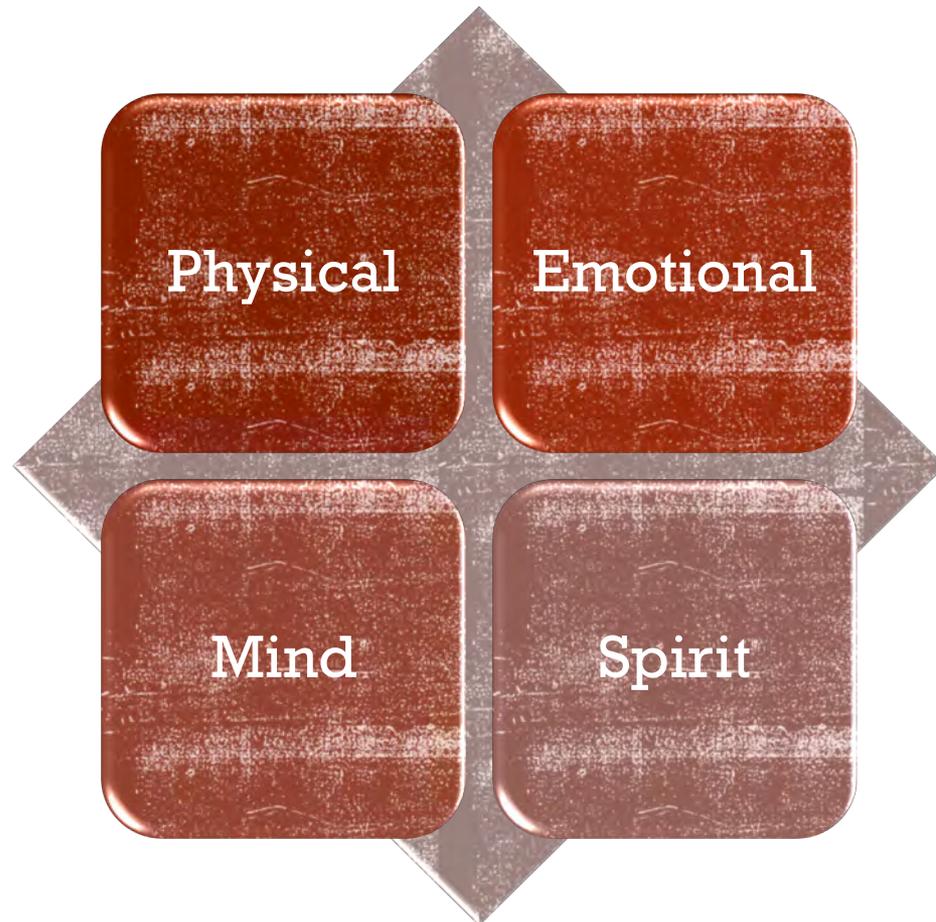


# SUSTAINABLE SUCCESS

- The development of **POSITIVE HABITS** frees up energy for the really important stuff
- **REST & RENEWAL** provide the necessary fuel for long-term sustainable success



# Optimal Performance



Source: The energy project



# Physical Energy

- Sleep
- Nutrition
- Exercise
- **Rest**
- **Renewal**
- **Rejuvenation**



# SIGNALS THAT WE CRAVE RECOVERY

- Yawning
- Hunger
- Physical restlessness
- Difficulty concentrating
- Irritability





## PHYSICAL RENEWAL

- Break every 90-120 min
- Eat every 3-4 hours
- Do not eat at your desk
- Chat with a colleague
- Walk
- Listen to music
- Meditate, stretch, breath



**The easiest  
solution is to  
go to bed  
earlier**

**ights**

**Out!**

# TURN TO THE PERSON TO YOUR RIGHT

What one thing can you do this  
week to **physically** recharge?



# Emotional Energy

- Positive emotions
- Our core emotional need is to feel valued, appreciated & respected



**“I have been struck by the frequency with which I received the same answer when I asked prisoners, or mental health patients, why they assaulted or even killed someone. Time after time, they would reply, ‘because he disrespected me’... I never got so much respect before in my life as I did when I pointed a gun at some dude’s face”**

**James Gilligan Professor of Psychiatry at U of Penn**



# Emotional Renewal

- Make time for significant relationships & be “present” when you do
- Engage in activities you enjoy
- Engage the human moment at work
- Show up with emotional and intellectual presence



# TURN TO THE PERSON TO YOUR RIGHT

What one thing can you do this week  
to **emotionally** recharge?



# Mental Energy

The ability to control our attention is fundamental to optimal performance and the highest levels of satisfaction

Mihaly Csikzentmihalyi



# Oh, The Temptation

## THE MARSHMALLOW TEST



- We are not wired to undertake tasks simultaneously
- Each X you are distracted from a task it takes 25 min. to return to the original task if at all
- We reach for our gadgets b/cs it's more fun than working on our most difficult tasks



# Strategies to regain focus

- Do your most important work **first** & decide before what that will be
- Work in 90-120 min. & refuel
- Determine specific X's to check email
- Train people - Call only if urgent
- Indicate response X's
- Adapt these strategies to fit your life



# TURN TO THE PERSON TO YOUR LEFT

What one thing can you do this  
week to **mentally** recharge?



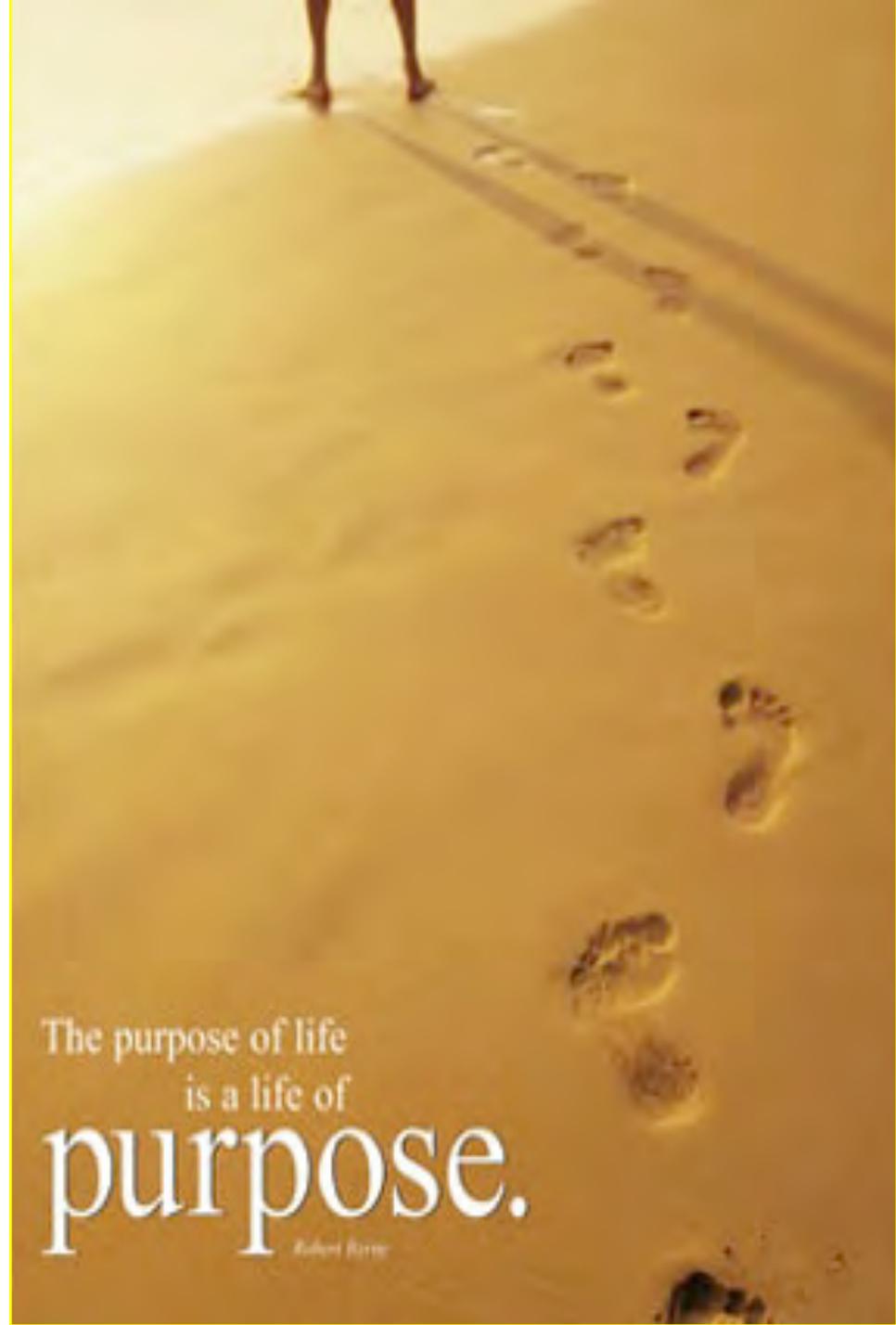
# The Spirit

## The energy of meaning & purpose

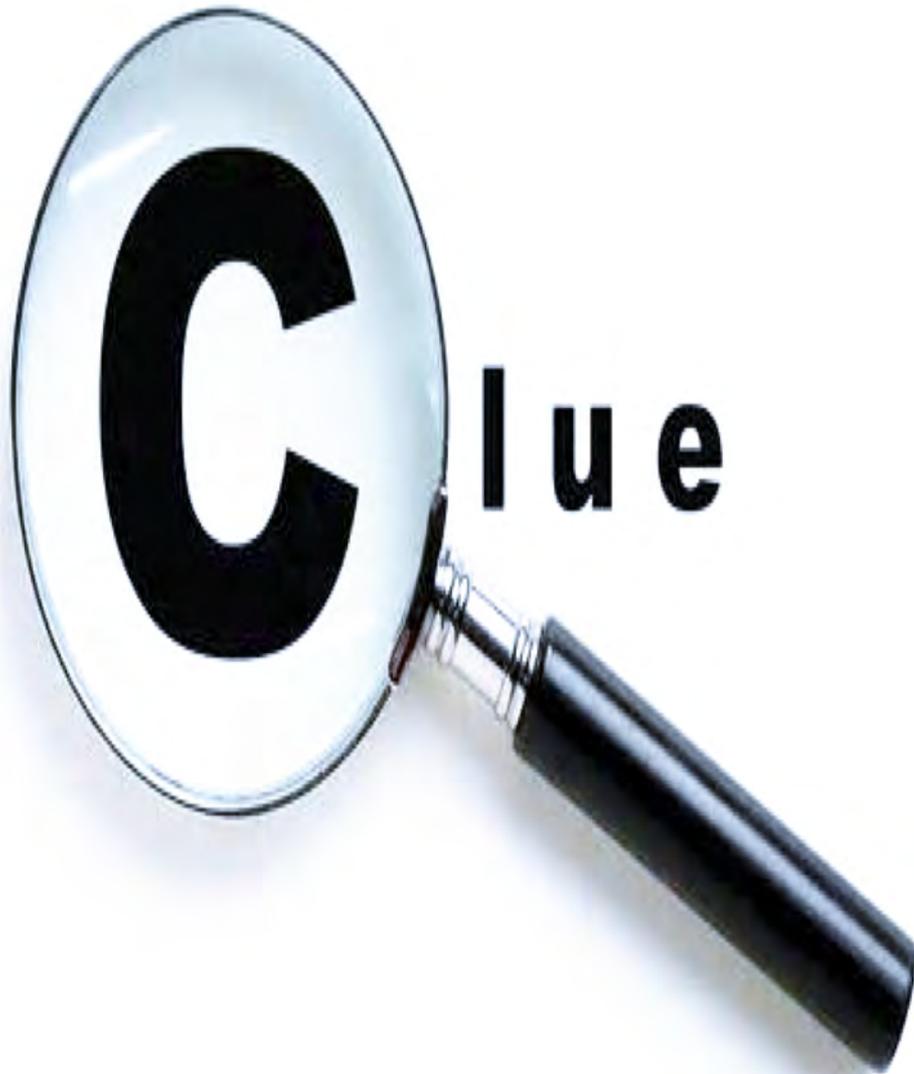
- Being of service to a cause larger than oneself
- Living in alignment with what you truly value
- Results in engagement, enthusiasm, perseverance  
& higher performance



- Who in your life do you admire? Why?
- Imagine someone especially close to you is describing you. What would you want them to say?



The purpose of life  
is a life of  
**purpose.**  
Robert Briff



The qualities you admire, or the words you chose to describe yourself are clues as to what you value



**Are you living a life that is in  
aligned with your values?**

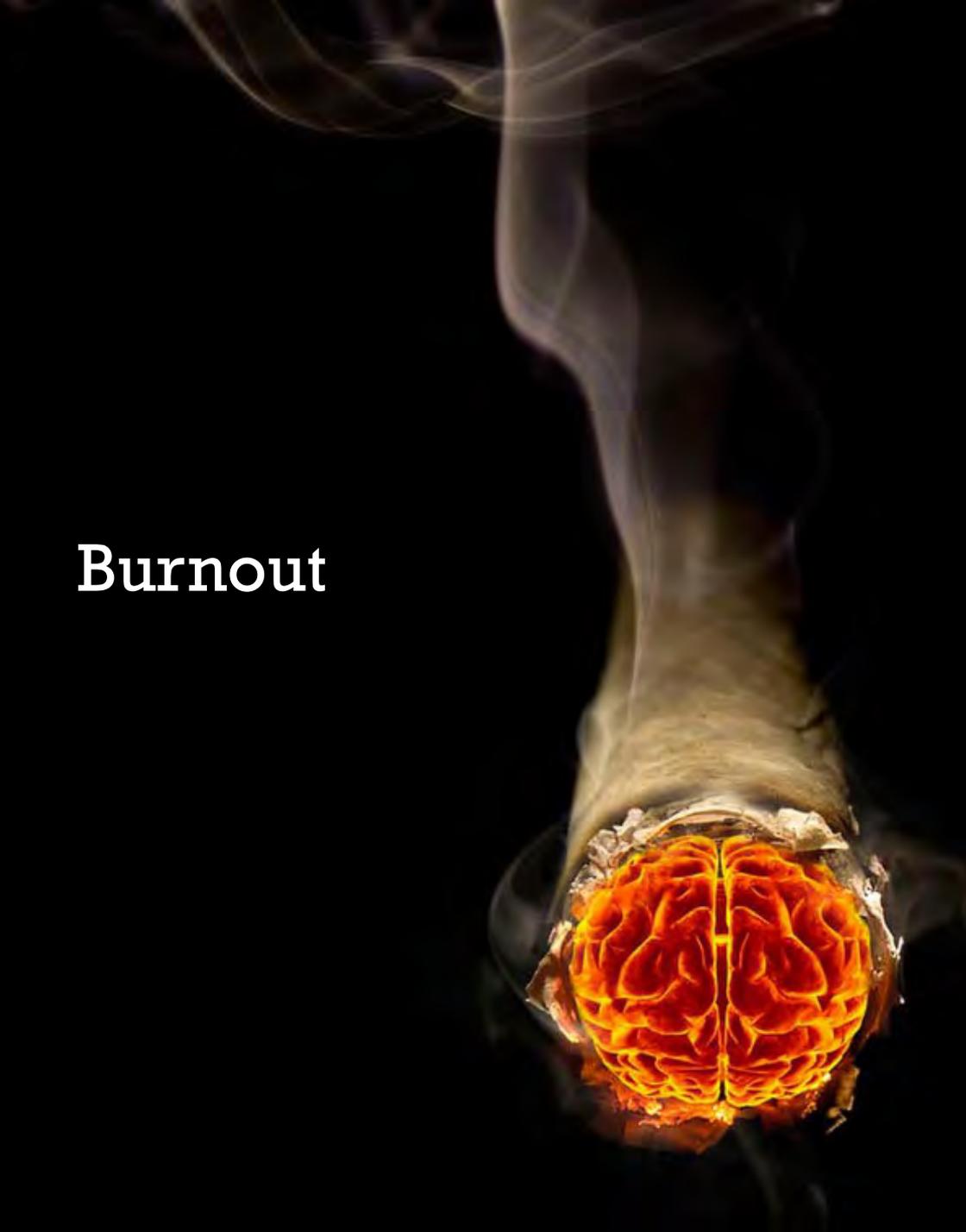


# The Energy of Meaning & Purpose

- Results in greater productivity
- Nourishes our soul
- Cultivates & energizes
- Engenders greater focus, enthusiasm & engagement



**Burnout**





# RECAP

- Do your most “valuable work” first
- Work for 90 – 120 min. & break
- Make + rituals part of your unconscious & automatic behavior
- Incorporate service in to your life



Thank  
you



# CONNECT WITH ME!

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