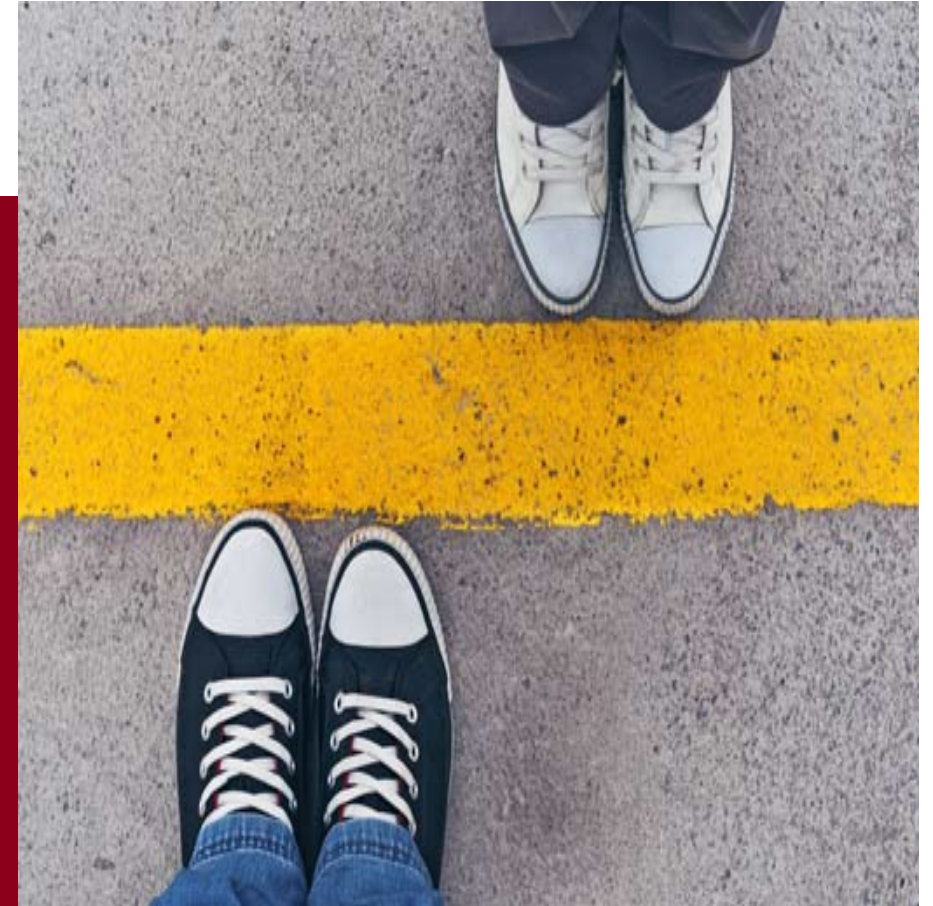


Resilience: Healthy Boundaries by Design

February 22, 2023

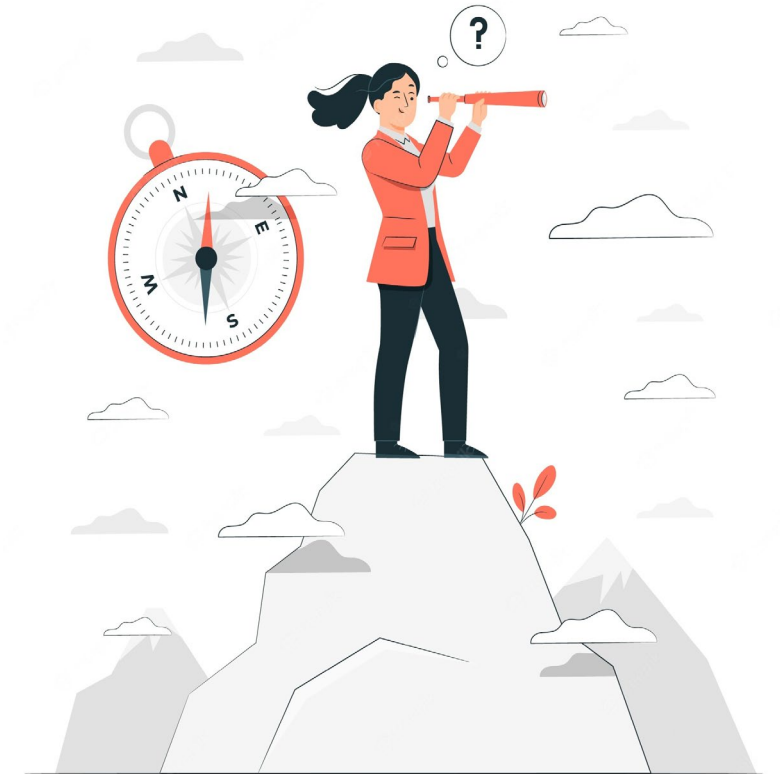
Christina Tector & Marie Schingh
Telfer Executive Programs



The Emerging Workplace

- Recent mandate for hybrid work by design
- Finding, retaining and growing talent
- Expectations of workers
- Leading in a VUCA environment

How might 2023 provide an opportunity for you to adjust your compass and review your healthy boundaries around work?



Why do healthy boundaries matter?

Share your reflection in the Chat



Why do Healthy Boundaries Matter?

- Healthy boundaries define what is appropriate behaviour in our relationships – that keeps both parties safe.
- They protect us by clarifying what's our responsibility and what's the other person's.
- Preserve our physical and emotional energy.
- Help us stay focused on our values and standards.
- Help us identify our personal limits.
- Improved workplace productivity and social dynamics.



Healthy Boundaries Support our Resilience

Trying to always be available for everyone will just wear us down.

Healthy boundaries mean that we don't waste our finite resources on what's not "good" for us; they allow us to be in charge, choosing what we allow inside our lives, and therefore helping us to become more resilient.

Healthy boundaries are for our own wellbeing, not to control others.



What is a Boundary?

- A psychological demarcation that protects the integrity of an individual. -The [American Psychological Association \(APA\)](#)
- A limit defining you in relationship to someone or to something which can be physical and tangible or emotional and intangible. They differ from person to person and are impacted by culture, personality and social context. -Gionta & Guerra, 2015
- A delineation of your own personal space and privacy, your own feelings, thoughts, needs, and ideas. They allow you to be yourself rather than an extension of someone else or who someone else wants you to be. -Psych Central, 2019



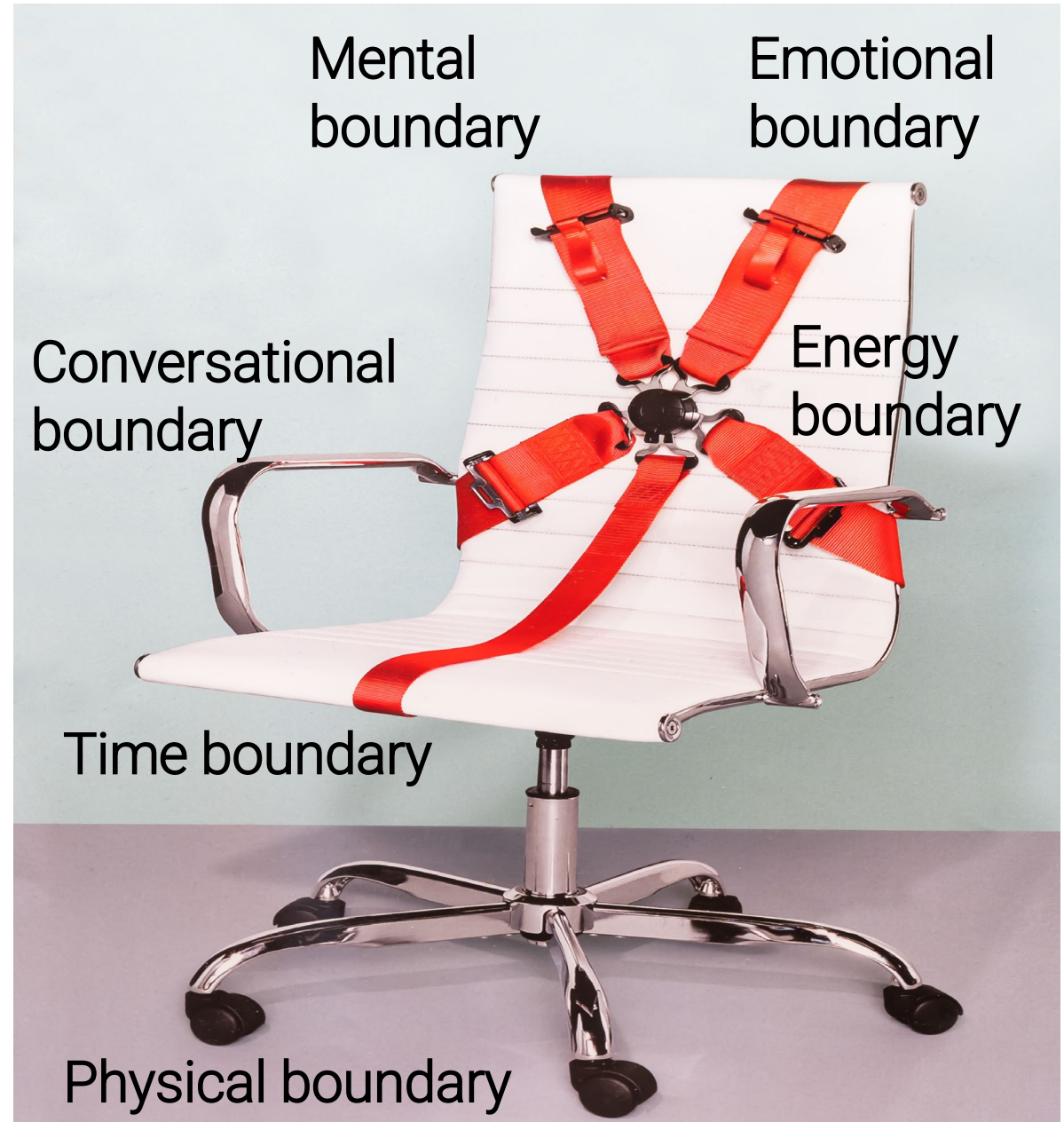


Keep in mind:

- We're looking for the "sweet spot" - Not too tight (rigid) & not too loose (weak)
- Sometimes we need to stretch our boundaries to let others in and sometimes we need to tighten our boundaries to limit who/what comes in.
- There is no "one way" to do boundaries. Boundaries emerge with intention, based on what's called for, in the particular context that we're in.
- This is an ongoing process!

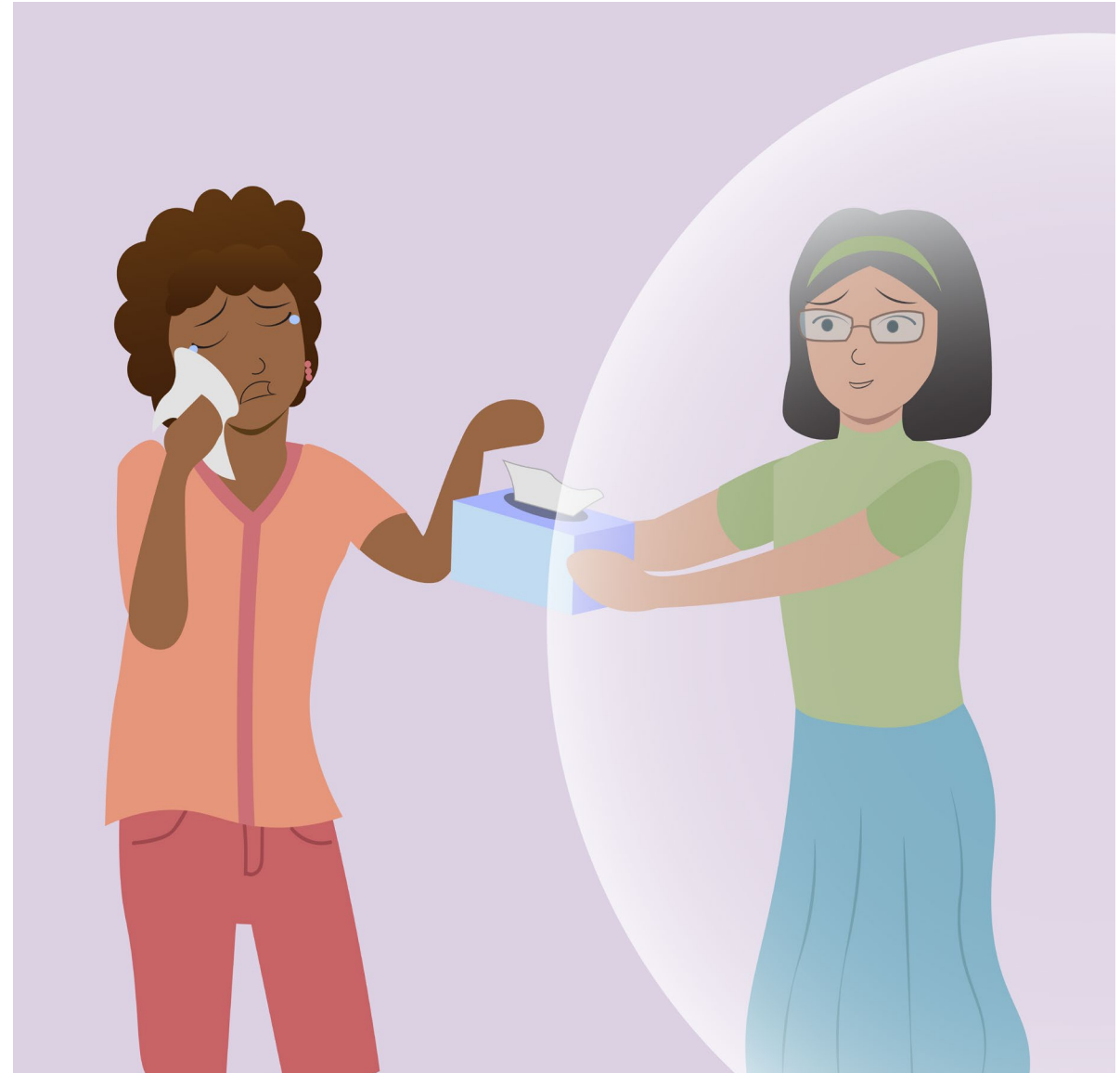
What do healthy boundaries look like for you?

Leaders, buckle up your multistrap seatbelt and get ready to revisit your boundaries for turbulent times...



Emotional Boundary

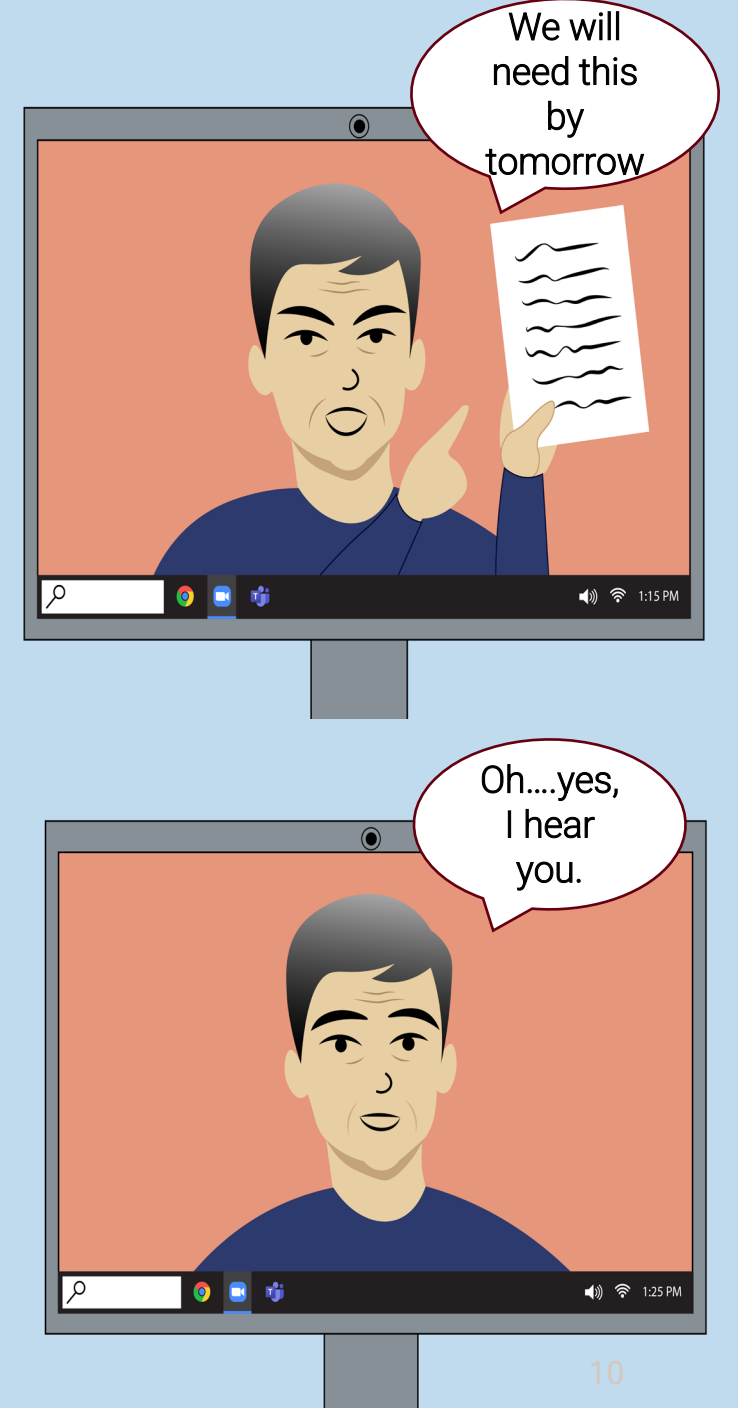
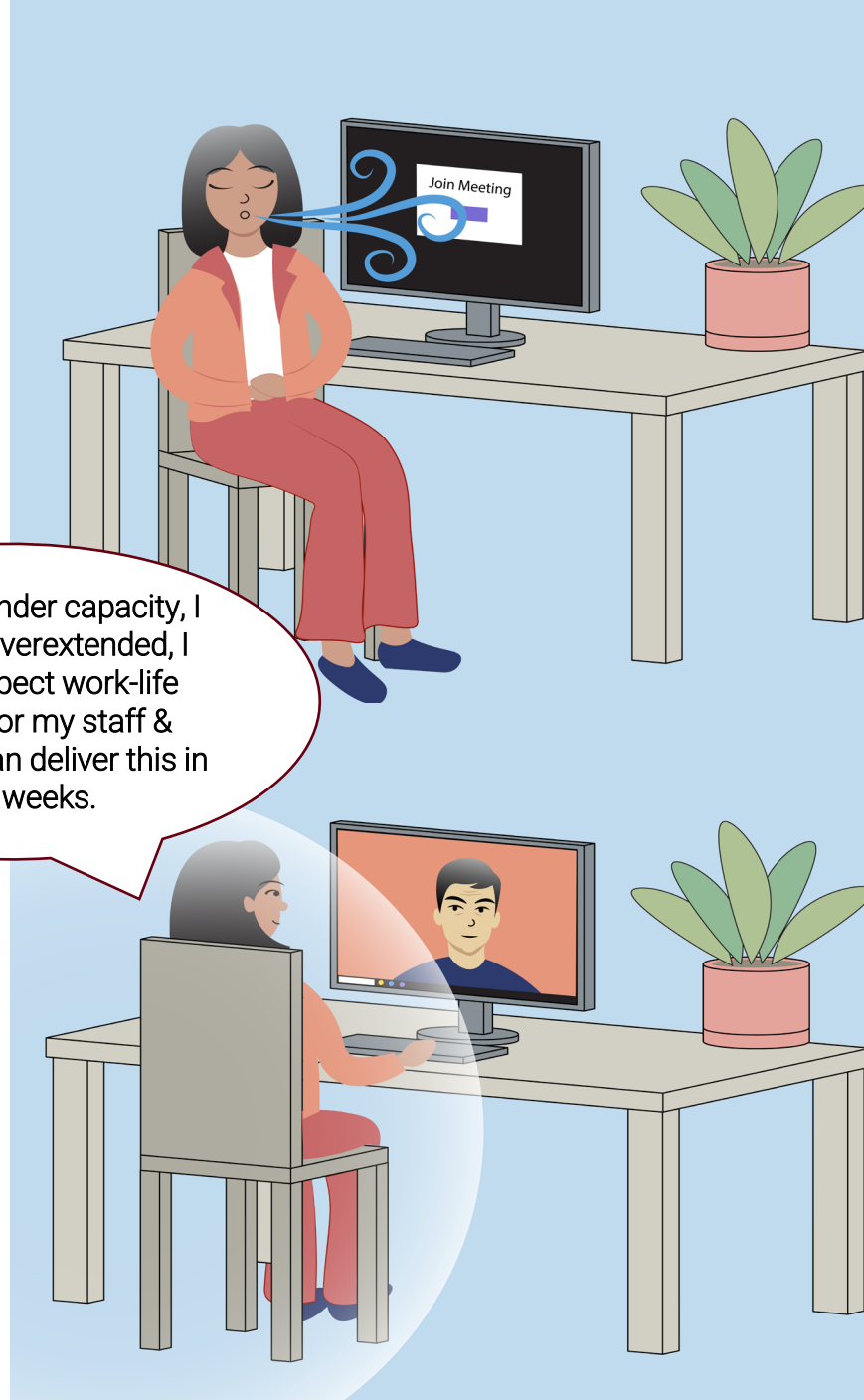
- Recognize your emotions
- Distance yourself in internalizing others' emotions
- Provide feedback with firmness and compassion
- Step back and take criticism constructively
- Leave your work behind & recharge
- Be self-compassionate



Mental Boundary

- Direct your focus on what matters the most
- Be clear on your purpose
- Be ruthless in prioritising
- Be clear on your responsibilities & accountabilities
- Eliminate distractions
- Practice mindfulness to be present & attentive

My team is under capacity, I am feeling overextended, I need to respect work-life boundary for my staff & myself. We can deliver this in three weeks.



Energy Boundary

- Practice mindfulness
- Take time to recharge
- Align your tasks to your circadian rhythm
- Take some breaks, move often, eat, drink water
- Know when to clock out



Time Boundary

- Making conscious choices of where goes your attention
- Setting goals & planning
- Zeroing in on what's important
- Blocking off & managing your schedule
- Eliminating distractions
- Knowing when to say “no”
- Focussing on one thing at a time
- Using your assets



Conversational Boundary

- Choose comfort over what you don't feel comfortable sharing at work
- Be mindful of your emotions & energy
- Choose courage when you need to hold courageous conversations
- Connect with empathy, but lead with compassion
- Be present & listen more than talk



Physical Boundaries

- Delineate your work space at the office & at home
- Communicate when you are in your focus time
- Eliminate distractions
- Turn off webcam when you need to, blur your background
- Instead of a hand shake, just say hello & smile, wave, head nod, bump elbows
- In a meeting room with lots of people, find your space



Do You Feel Guilty When You Set Boundaries?

- We often feel guilty or unjustified in asking for what we want and what we need.
- We can learn to reframe this negative belief and tolerate the discomfort that comes with establishing healthy boundaries.
- Spend time with people who respect boundaries and who are comfortable saying “no” and having “no” said to them.

Do You Fear Conflict By Setting Boundaries?

- Sometimes when we start setting boundaries people respond poorly. This is common.
- Usually these are people who benefit from your lack of boundaries!
- You are saying “YES” to them; and saying “NO” to yourself – sacrificing your own wellbeing.
- If someone in your life is taking more than they give, setting boundaries is not selfish.

We cannot simultaneously set a boundary and
take care of another person's feelings.

It's impossible; the two acts contradict.

– Melodie Beattie

Healthy Boundaries Hula Hoop Practice – Part 1

Take a few minutes to quietly reflect on your current life at home and at work.

Draw a large circle on a blank piece of paper.

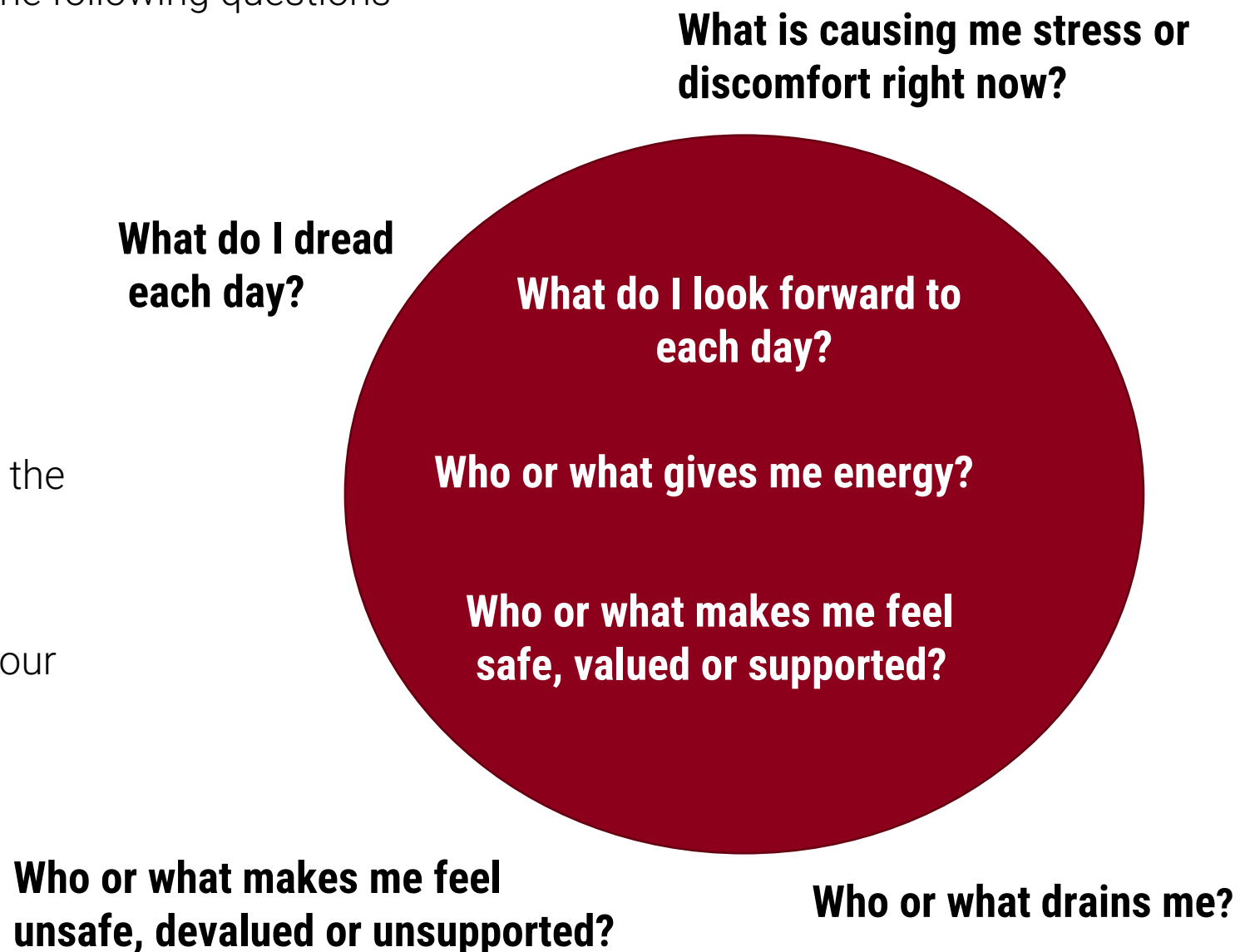


a) Inside the circle write your answers to the following questions

- These are situations that are respecting your boundaries.

b) Outside the circle write your answers to the following questions:

- These are situations that are pushing your boundaries



Healthy Boundaries Hula Hoop Practice - Part 2

Review your circles:

- ✓ What patterns do you notice?
- ✓ What personal values are at play here for you? What's important to you? (hint: what's inside the circle?)
- ✓ How have you been able to set healthier boundaries for what's inside the circle?
- ✓ What would be possible if you could set healthier boundaries for 1-2 things that are outside the circle?
- ✓ What is stopping you?
- ✓ What conversations do you need to have?
- ✓ Who else can help you?
- ✓ Where can you start?



Healthy Boundaries That Stick

- Prioritize your values, understand your worth
- Be mindful of your feelings and self-aware of your needs
- Clarify expectations for yourself in your role (with self-compassion) and towards others
- Conduct a boundary audit & set limits
- Be assertive & courageous, communicate effectively
 - Be as clear, straightforward & precise
 - Keep tone and volume constant
 - Express your needs, feelings openly & respectfully
 - Accept any discomfort that arises, whether it's guilt, shame, or remorse.
- Be flexible with your boundaries as there might be some breaches
- Experiment & practice and give yourself time to establish a new boundary

“Daring to set boundaries is about the courage to love ourselves, even if we risk disappointing others. We can’t base our own worthiness on others’ approval. Only when we believe, deep down, that we are enough can we say, enough!”

- Brené Brown, The Call to Courage

References

<https://www.criminalwatchdog.com/resources/skill-development/setting-boundaries-at-work/>

https://www.betterup.com/blog/how-to-set-boundaries-at-work?hs_amp=true

<https://positivepsychology.com/great-self-care-setting-healthy-boundaries/>

<https://ideas.ted.com/how-to-set-clear-work-boundaries-jayne-hardy/>

<https://www.in-equilibrium.co.uk/top-tips-for-setting-boundaries-at-work/>

<https://www.masterclass.com/articles/boundaries-at-work>

<https://ideas.ted.com/how-to-set-clear-work-boundaries-jayne-hardy/>

<https://www.forbes.com/sites/carolinecastrillon/2019/07/18/10-ways-to-set-healthy-boundaries-at-work/?sh=6f59cd277497>

<https://psychcentral.com/blog/imperfect/2019/06/5-tips-for-setting-boundaries-without-feeling-guilty#Do-you-feel-guilty-when-you-set-boundaries>



TELFER EXECUTIVE PROGRAMS UNIVERSITY OF OTTAWA

Telfer Executive Programs

Telfer Executive Programs is the premiere provider of executive & leadership development programs across the National Capital Region, with a reach across Canada and internationally.

We offer highly experiential leadership development programs in which executives and senior leaders develop their skills and abilities to contribute to their organization's success and to expand their leadership capacity to get to the next step in their own careers.

Learn from our instructors and facilitators including experts from the faculty at the Telfer School of Management, leading practitioners from our industry partners, and global thought leaders from partner educational institutions from across North America.

Cultivating Personal & Team Resilience Program



March 22 - 23, 2023

Follow Up Session: May 4, 2023

- ✓ Define resiliency and understand how essential it is for leaders operating in today's context
- ✓ Become more self-aware and identify areas where & when resilience-levels might not be optimal
- ✓ Refresh awareness of healthy resiliency practices and cultivate new behaviours, mindsets and habits
- ✓ Understand what shapes team resilience
- ✓ Explore strategies to help teams better navigate through adversity and change

Registration is available [on our website.](#)

Our Programs

- [Boundless Leadership: A Breakthrough Program for Women](#)
- [Certificate in Complex Project & Procurement Leadership](#)
- [From Manager to Leader](#)
- [Lean Leadership](#)
- [Lean Yellow Belt Program](#)
- [Public Policy Leadership Program](#)
- [Telfer Leading Change Certificate](#)
- [Telfer Public Sector Leaders Program](#)