

The Enerpace PaceSetter

News as Individual as YOU are!

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March 2015

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Dear Subscriber,

Once again, our theme of the month comes from my real life - - or "IRL" as my text-savvy daughter terms it. Mid-month, I noticed that my annoyance level was mounting and that I was saying 'no' to things a lot quicker and a lot more strongly than I typically would.

It was only while giving an update to my Affiliate Coach Team that this pattern became apparent. Luckily, my professional training has left me self-aware enough to realize that if I'm aggravated with everyone and everything, odds are good that it's ME and not them!

So what was really going on? 2 things:

1. my boundaries are getting tighter and higher
2. my energy barrel was getting dangerously low

In retrospect, I'm actually OK with the boundaries I set. In fact, I'd make the same decisions if faced with the same situations today. Like everyone else, my life just keeps getting busier. With technology and the pace of change, I don't anticipate that will end any time soon!

How do we handle that? By realizing what we need to say 'no' to, in order to say 'yes' to the things that really matter in our life, our family and our career. When we don't, we risk ending up in burn-out. When my energy barrel gets down to the dregs at the bottom, the little bit of patience I normally possess disappears. I also become less productive and less effective at those things that matter to me.

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(All listed in Central Time)

What's the solution? More self-care, more boundaries and more conscious choice! Yep, I booked a vacation, got some Reiki and said no to a quick trip that would have been fun but too hectic, in order to take care of some nagging items (getting my taxes to the accountant!) hanging over my head. I think of boundaries like a moat around my castle, keeping everything I love protected.

Your turn! What do YOU need to say no to? What's the level in your energy barrel? What's a boundary you need to enforce? The articles this month will help you do just that.

Happy Spring!
Elene

p.s. If you need to set some boundaries at work, check out our [4/7 'Coaching Skills for Leaders' workshop](#) for some skills that will help!

"Coaching skills for Leaders" for American Society for Quality - Workshop, Tuesday, 4/7/15 @ 5:30 pm
[Details](#)

"Win/Win Negotiation - Good for You, Good for Them" - Webinar, Friday, 4/10/15 @ 12 noon CT
[Details](#)

"Coaching Skills for Leaders" - Workshop, Saturday, 5/2
Details coming!

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Leadership Learnings

12 Ways Successful People Handle Toxic People

Travis Bradberry, Entrepreneur



Learn how to address issues and put a limit on the stress caused by those around you. Boundaries are key – to your sanity and effectiveness!

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Career Management Corner

Ten Guilt-Free Ways to Say No

Greg Clarke, CNN

Need some "words that work" to set boundaries both personally and professionally? Follow these examples!

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Business Building Blocks

10 Ways to Beat Business Burnout

Brad Shorr, CarolRoth.com



Yet another reason to set boundaries - boundaries beat business burnout.

Some of these ideas might be new to you and some might be common sense. But ALL of them are

important to keep your energy in check!

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Enerpace News

1. Enerpace is quoted in the TIME article, *"This Simple Fact Can Ruin Your Life for an Entire Decade."* Feeling the effects of a job loss? Follow these suggestions to get back in the saddle a lot sooner!

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2. Enerpace's Tip is #1 in the article, *"Spring-Clean Your Career: 5 Expert-Backed Ways to Scrub Your Work Life Fresh."*

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3. We love these tried & true time-saving recommendations! *"Best Productivity Apps - 29 Experts Give Their Top Pick"* Enerpace is #4!



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Enerpace Expert

Managing Difficult People With this 4-Step Communication Tool

Talane Miedaner, www.LifeCoach.com



Use these simple, matter-of-fact steps when you need to enforce your boundaries!

It's a process I've used myself, and recommend to

clients. It works!

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Cool Tools

Are You Focusing On What's Important?

Harvard Business Review

Take this quick survey for help in figuring out where you may need to draw some boundaries to better integrate the 4 key areas of your life.



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Great Books

Coach Yourself to Success: 101 Tips from a Personal Coach for Reaching Your Goals at Work and in Life

by Talane Miedaner



Need some help setting those boundaries?

This is where I first discovered the 4-step boundary

enforcement model featured in the "Enerpace Expert" section above. Perhaps it will help you too!

While we are Executive Coaches, not Life Coaches, we DO coach the whole person. There are many good tips in here for the personal side of your life, which of course supports your professional life.

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Quotes You Can Use

"One is responsible for one's own life. Passivity provides no protection."

Madeleine Kunin
(1933 -)
Swiss Born Diplomat and Politician

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