Updated 9 August 2020

Family Violence Workplace Support Program Manager Training Activities

Self-Care Assessment

Description: Participants are asked to identify and rate the types of self-care activities they participate in.

Objective: Being involved in any family violence matter can be uncomfortable, upsetting or traumatising for a manager supporting staff and all-round self-care is an important element for a manager to consider. The aim of this activity is to have the manager consciously consider how they look after themselves and to consider whether their activities are balanced and holistic.

Directions: Distribute the attached worksheet to participants to complete. Ask the group if they consider their self-care to be balanced among the groups? Do they do well in certain areas but not others? What can they do about it? Are there other suggestions that are not on the list?

Materials: Self Care Assessment

Time: 10 minutes

**SELF CARE ASSESSMENT**

The following worksheet for assessing self-care is not exhaustive, merely suggestive. Feel free to add areas of self-care that are relevant for you and rate yourself on how often and how well you are taking care of yourself.

When you are finished, look for patterns in your responses. Are you more active in some areas of self-care but ignore others? Are there items on the list that make you think, "I would never do that"? Listen to your inner responses, your internal dialogue about self-care and making yourself a priority. Take particular note of anything you would like to include more in your life.

Rate the following areas according to how well you think you are doing:

3 = I do this well (e.g., frequently)

2 = I do this OK (e.g., occasionally)

1 = I barely or rarely do this

0 = I never do this

? = This never occurred to me

N/A

Physical Self-Care

\_\_\_\_ Eat regularly (e.g. breakfast, lunch, and dinner)

\_\_\_\_ Eat healthily, make time purchase and prepare healthy meals regularly

\_\_\_\_ Exercise

\_\_\_\_ Get regular medical care for prevention

\_\_\_\_ Get medical care when needed

\_\_\_\_ Take time off when sick

\_\_\_\_ Get massages

\_\_\_\_ Dance, swim, walk, run, play sports, sing, or do some other fun physical activity

\_\_\_\_ Get enough sleep

\_\_\_\_ Wear clothes I like

\_\_\_\_ Take vacations

\_\_\_\_ Other:

Psychological Self-Care

\_\_\_\_ Take day trips or mini-vacations

\_\_\_\_ Make time away from telephones, email, and the Internet

\_\_\_\_ Make time for self-reflection

\_\_\_\_ Notice my inner experience - listen to my thoughts, beliefs, attitudes, feelings

\_\_\_\_ Have my own personal councillor/psychologist

\_\_\_\_ Write in a journal

\_\_\_\_ Read literature that is unrelated to work

\_\_\_\_ Do something at which I am not expert or in charge

\_\_\_\_ Attend to minimizing stress in my life

\_\_\_\_ Engage my intelligence in a new area, e.g., go to an art show, sports event, theatre

\_\_\_\_ Be curious

\_\_\_\_ Say no to extra responsibilities sometimes

\_\_\_\_ Other:

Emotional Self-Care

\_\_\_\_ Spend time with others whose company I enjoy

\_\_\_\_ Stay in contact with important people in my life

\_\_\_\_ Give myself affirmations, praise myself

\_\_\_\_ Love myself

\_\_\_\_ Re-read favourite books, re-view favourite movies

\_\_\_\_ Identify comforting activities, objects, people, places and seek them out

\_\_\_\_ Allow myself to cry

\_\_\_\_ Find things that make me laugh

\_\_\_\_ Express my outrage in social action, letters, donations, marches, protests

\_\_\_\_ Other:

Spiritual Self-Care

\_\_\_\_ Make time for reflection

\_\_\_\_ Spend time in nature

\_\_\_\_ Find a spiritual connection or community

\_\_\_\_ Be open to inspiration

\_\_\_\_ Cherish my optimism and hope

\_\_\_\_ Be aware of non-material aspects of life

\_\_\_\_ Try at times not to be in charge or the expert

\_\_\_\_ Be open to not knowing

\_\_\_\_ Identify what is meaningful to me and notice its place in my life

\_\_\_\_ Meditate

\_\_\_\_ Pray

\_\_\_\_ Sing

\_\_\_\_ Have experiences of awe

\_\_\_\_ Contribute to causes in which I believe

\_\_\_\_ Read inspirational literature or listen to inspirational talks, music

\_\_\_\_ Other:

Relationship Self-Care

\_\_\_\_ Schedule regular dates with my partner or spouse

\_\_\_\_ Schedule regular activities with my children

\_\_\_\_ Make time to see friends

\_\_\_\_ Call, check on, or see my relatives

\_\_\_\_ Spend time with my companion animals

\_\_\_\_ Stay in contact with faraway friends

\_\_\_\_ Make time to reply to personal emails and letters; send holiday cards

\_\_\_\_ Allow others to do things for me

\_\_\_\_ Enlarge my social circle

\_\_\_\_ Ask for help when I need it

\_\_\_\_ Share a fear, hope, or secret with someone I trust

\_\_\_\_ Other:

Workplace or Professional Self-Care

\_\_\_\_ Take a break during the workday (e.g., lunch)

\_\_\_\_ Take time to chat with co-workers

\_\_\_\_ Make quiet time to complete tasks

\_\_\_\_ Identify projects or tasks that are exciting and rewarding

\_\_\_\_ Set limits with clients and colleagues

\_\_\_\_ Balance my caseload so that no one day or part of a day is “too much”

\_\_\_\_ Arrange work space so it is comfortable and comforting

\_\_\_\_ Get regular supervision or consultation

\_\_\_\_ Have a peer support group

\_\_\_\_ (If relevant) Develop a non-trauma area of professional interest

Overall Balance

\_\_\_\_ Strive for balance within my work-life and work day

\_\_\_\_ Strive for balance among work, family, relationships, play, and rest

Other Areas of Self-Care that are Relevant to You

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