

# Exercises



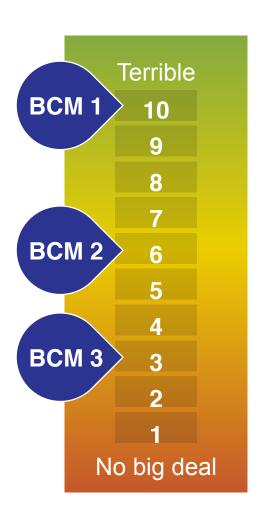
#### **Disclaimer**

Susan Schmitt Winchester is a career and workplace expert, not a mental health or healthcare professional. Your physician and/or mental health counselor should be consulted for physical or mental health care concerns.



## Think about 3 recent Bumper Car Moments that happened to you.

- What happened?
- On a scale from 1-10, with 10 = terrible and extremely negative, how would you rank each BCM?
- Who was involved?
- What was your reaction in the moment?
- How did you feel when it happened?
- Did those feelings get worse over time?
- How long did you experience the negative emotions related to this crash?
- Is this a pattern for you?





## **Your Recent BCM**

What did you take the Bumper Car Moment on the last page to mean about you?

- What story were you telling yourself about what happened?
- What story were you telling about the other person?
- What limiting beliefs about yourself came up?
- How were you feeling?





## What are possible limiting beliefs you are carrying?





### What was underneath the BCM?

Was there an underlying fear that was affecting your reaction?

- Can you think of time in your past when you experienced the same negative feelings?
- Describe that situation from the past.





#### Terrible

10

9

8

7

6

5

4

3

2

No big deal

## For the next week write down 3 Bumper Car Moments that happen to you.

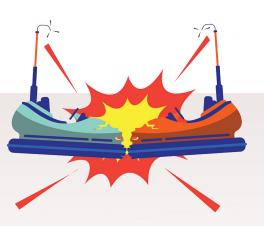
- Write down what happened.
- On a scale from 1-10, with 10 = terrible and extremely negative, how would you rank each BCM?
- Who was involved?
- What was your reaction in the moment?
- What feelings did you experience?
- How long did you experience the negative emotions related to this crash?
- Did you do anything to make yourself feel better?
- Is this a pattern for you?

#### QUICK START GUIDE

## **Bumper Car Moments**

#### How to Handle Workplace Conflict

Workplace conflicts are some of the worst experiences you can have in your career. So much is at stake. Regardless of whether you're in the right or wrong, how you handle the conflict can create lasting damage to your career, your reputation and relationships that are crucial to your long-term success. It can be overwhelming. But there's a way to confidently navigate that conflict to that you both emerge from the drama with enhanced trust, better communication, closer collaboration, happy to see each other in the hallway. With your dignity intact. Here's how you do it.



#### Damaged is **Not** Doomed

No one likes conflicts at work. If you had a rough childhood, the emotions that workplace conflicts might trigger could make you feel that you're doomed to have relationship problems forever. Remember that conflicts are a natural part of life, especially in the workplace. They aren't' a sign that you are wrong or crazy or stupid or uncooperative.

We all have self-limiting beliefs that can easily get triggered at work by others or how we interpret others' behaviors. When we allow our triggers and interpretations to influence our behavior, we lose our power to be fully effective.

This is a dysfunctional way to live our careers that comes with much suffering (stress, anxiety, worry, no work/life balance, etc.). Without a structured process to help us master our emotions and automatic thoughts, we risk repeating the same behaviors that make conflicts even worse.

Use the Rapid Power Reclaim® process to create much more positive experiences at work, which, in turn, lead to healthier more collaborative relationships with colleagues.

#### The Rest of Your Life is Yours

People in your past might have told you that your ideas or efforts are worthless, you deserve disrespectful treatment, you much constantly please others in order to be worthy. The workplace is a great opportunity to build a whole new set of beliefs – especially that you can effectively be your own best advocate. And that conflicts don't have to kill relationships.

Every time we mindfully implement the Rapid Power Reclaim® process described in this Guide, we build up a collection of examples that prove to ourselves that we have what it takes to handle emotionally dangerous situations. And that conflicts can actually improve relationships.

We call these incidents of conflict Bumper Car Moments because the collision can be hard, painful and messy. Even when both parties mean well.

The more we practice taking on Bumper Car Moments from a place of calm, mindful process, we begin to see a whole new future for ourselves and our professional lives.

We also can discover deeper levels of self-acceptance leading to even more positive experiences of our careers and life.



### Rapid Power Reclaim®

#### Thought Starters:



## **Even before you have your next conflict, step off the Unconscious Wounded Career Path**

Make a list of the situations and other people's behaviors that are especially triggering for you. Consider ways that you can respond to those triggers where you are in control of your emotions and beliefs about yourself and others. Watch how other people successfully navigate similar situations and collect these examples to refer to them the next time you're triggered.



#### **Choose the Conscious Healing Career Path**

When you become aware of how much your past beliefs can get in the way of your career success, you can begin to make different choices. You are no longer a victim of unconscious, outdated beliefs, assumptions and impulses. Your behavior and reaction choices are in the toolkit described in Step 3. Now you can reach in and intentionally select the one that is the most appropriate for the situation. The one that will serve your most important objective the best.



## 3 Step Process for Handling a Bumper Car Moment











## Rapid Power Reclaim®

1



#### **Create Choice**

Now you are in the middle of a Bumper Car Moment. You have your toolkit of optimal reactions to reach into. Calm your reactive mind and remember that you have options. You are not the victim of someone else's inconsiderate behavior or political untrustworthiness. And you may even be misinterpreting what happened because you have made some incorrect assumptions. You are in command of your emotions and reactions. What you decide to do next is entirely up to you.

Discharge your physiological energy

2



#### **Elevate Action**

With an array of thoughtful choices to select from, which action would most likely achieve the results you want? Choose that option over the more emotionalized, possibly more damaging reactions that you would have selected before doing this exercise.

Focus on your state as the highest functioning adult self. In this state, ask yourself, what action can I take that will have me coming from my most grounded healthy place

Take conscious positive action

3



#### **Celebrate and Integrate**

Acknowledge yourself for the positive steps you took to rise above your unconscious, limiting beliefs and try a better approach to handling conflict.

The time you take to mark the elevated way helps you rewrite your fundamental beliefs about yourself and your abilities to take on stressful workplace situations. This, in turn, will help you master the conflict management skills you will continue to accumulate in your toolkit. And build your workplace effectiveness, healthier relationships with your colleagues, and better longer-term career prospects.

Recognize elevated action to anchor your new response into your identity



#### **Application**

- Pick one of the Bumper Car Moments you described earlier
- Replay the Bumper Car Moment by applying the Rapid Power Reclaim®
- Step 1 Create Choice
  - ► What is your physiological reaction? Fight, Flight, Freeze, Fawn
  - What are you feeling in your body?
  - Move the energy out of your body (release it)
- Step 2 Elevate Action
  - What could you have done differently that would have had you feeling
- Step 3 Celebrate and Integrate
  - What can you do to celebrate handling a Bumper Car Moment more effectively to integrate your new response into your identity?





## Plan for Bumper Car Moments

- Write out a possible upcoming Bumper Car Moments
- Imagine you are in the Bumper Car Moment
- Write our your own Rapid Power Reclaim® Plan to prepare:



#### **Create Choice**

How will you have creat more choice in the moment by managing your energy?

In what ways can you manage your physiological response to the other person?

**Examples:** Call a time out, excuse yourself for a quick break, tell the other person that you need time before continuing the conversation, etc.



#### **Elevate Action**

In what ways can you have elevate your action vs responding the way you did?

**Examples:** Prepare differently by imagining all possible scenarios and positive ways you could handle it if it went poorly, or write out and place post-it note reminders to help you stay focused on interpreting the Bumper Car Moment as an opportunity to break old patterns.



# Celebrate and Integrate

Write out how you will celebrate when you respond with a more positive response vs a reactive response. Doing so will anchor this into your identity. That is the act of integration and reshaping our neural pathways so we reinforce new conscious ways of responding

