



Workplace Mental Wellness

for Association Professionals

Holly Duckworth

WORKPLACE MENTAL WELLNESS FOR THE ASSOCIATION EXECUTIVE

HOLLY DUCKWORTH, CAE, CMP



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About the Author

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Coming At You From All Directions

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Self Help/ Devotional/ Leadership

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INTRODUCTION

We live in unprecedented times. Thus, an invitation to lead in unprecedented ways. The time of this pandemic invites us to look within at our own leadership styles and that of the organizations we build. Yes I get it as a C-Suite leader you believe you don't have much time for self care. And, as they say on airplanes put your mask on before helping others.

Here you will find a 3-5 minute daily inspirational reading to keep you calm and focused, centered when the times of chaos and decision making land on your desk.

Based on the book, *Everyday Mindfulness From Chaos to Calm in A Crazy World*, here is a mini-selection 30 days of readings selected just for the unique challenges you face.

Please share this book with your executive teams and managers as a small token of appreciation for the extra hours, focus and resilience at this time.

Looking for more support the team at Leadership Solutions International offers private mindset coaching for resilience, vision and self-care at this time. If you are in need of a confidential place to explore business call us at 503 217 4112 or email us holly@leadershipsolutionsintl.com

Mindful matters and so do you,

Holly

OPENING COMMITMENT

This is the year I recognize my gifts and talents.

This is the year I allow myself to be one with the good I see in my family, friends, and colleagues.

This is the year I realize life not only can be different, but it must be different so that I can have the life that is waiting for me.

This is the year I acknowledge my self value and worth.

This is the year I give thanksgiving every day in every way for all the people, places, things, and experiences that make me my best me.

This is the year I release busy for productive.

This is the year I release worry and fear for surrender and trust.

This is the year I practice being present to what is celebrated each and every moment.

This is my personal commitment to a year of mindful living.

DAY 1

Intention & Attention

"Our intention creates our reality." ~ Wayne Dyer

Intention is your energy in motion as you begin this new day. And each day forward, you will be asked, "What is your intention for this day?" People have different definitions of intention. I invite you to use the one that is right for you. For some, an intention may be like a "to do." For me, it is not something to do; it is how I choose to show up energetically each day. Place your word, or short statement, in the upper corner of each daily page. Use this word or statement to ground you more mindfully throughout the day. Whatever you focus on increases. When you desire to move from chaos to calm using this book, you will choose calm each day.

Here are a few examples to get you started:

Happy Beautiful Kind

Hope Courageous

Patience

Thoughtful Nice Love Faith Excited

Focus

Balanced Grace

Determined Peace

Brave Worthy

Each day, as you practice your mindful living and mindful leadership, begin with your intention before your daily tasklist, using the place on each page to write your intention down. While I do recommend you select positive words, there may be a time and place to set a negative intention. For

example, my intention this day is to reduce chaos, or let go of concern. I recommend positive intentions, as what you focus on increases. You could state those negative intentions another way such as increase ease or tranquility. Your words matter. Living mindfully means honoring the up days and the down days. You may wish to flag this page to come back to it periodically for sample words to guide your daily intention-setting practice. Where you put your intention and attention, you will experience growth.

My intention for today is ...

DAY 2

Words of Affirmation

"Do not talk different; act on it." ~ Holly Duckworth

As we move into this new year, we are often flooded with ways to create vision boards or songs or statements of what we want that year to be about. Often, those may be forgotten before the end of the week. This year, give yourself a mindful break. Allow yourself to move with the ebbs and flows of life. Read each daily quote and feel it as your truth in that moment. Use my brief thoughts to help you activate the positive truth of that quote in each day.

Today, make this the day you do not talk about change; instead, you act differently. What is one thing you can do differently to make your life different this year? What is one thing you will become this year to make your life different and better?

My intention for today is ...

DAY 3

Self Awareness Inside

“What lies behind us and what lies before us are small matters compared to what lies within us.”

~ Ralph Waldo Emerson

Each day we get up, brush our teeth, do our hair, and get dressed. Our world has conditioned us to focus on our outside looks. Today, pause and look within. What lies within you is the most important part of you. Go within and ask yourself what your best qualities are. Celebrate them, and celebrate you this day and throughout this month of love.

My intention for today is ...

DAY 4

Hope for Yourself

"A leader is a dealer in hope." ~ Napoleon Bonaparte

I believe everyone everywhere is a leader. That leading is not a role or position, but a state of mind. This day, what do you hope for yourself and the world? What will you do today as a leader to make your hopes come alive?

My intention for today is ...

DAY 5

Worthiness & Weariness

"Our job is to love others without stopping to inquire whether or not they are worthy." ~ Thomas Merton

My name is Holly Duckworth. It's not lost on me – my name even makes me worthy. Now I get that not everyone can have my name. And you are reading this book and applying mindfulness to your life; therefore, you too are worthy. As a child on this planet you are worthy of good, growth, love, joy, and all good things. Stop asking if you are worthy. Stop looking for permission to be worthy. By the power vested in me, I say: stop ducking your worth, and accept your worthiness. See it? Duckworth. I declare you worthy.

My intention for today is ...

DAY 6

It's All Alright

“Everything will be alright in the end. If it is not alright, then it is not the end.” ~ Unknown

So many times in life we awfulize. Awfulize means that we start thinking of all the things that can go wrong and don't spend enough time thinking about the things that can go right. Today, catch yourself when you go down the path of awfulizing and choose to tell yourself a new story in which everything is alright.

My intention for today is ...

DAY 7

Beliefs Fuel Your Life

"You become what you believe." ~ Oprah Winfrey

When I present as a keynote speaker, I often have my audiences break down the word believe. By re-arranging the letters, you can get to be-a-live. What is fueling your life today? Is it the belief that you have to "do something"? Or the belief you are here to "become something"? Today, ask yourself what you be-a-live about life. Listen for your answer.

My intention for today is ...

DAY 8

Decide & Make A Difference

“What you do makes a difference, and you have to decide what kind of difference you want to make.” ~ Jane Goodall

Our world needs everyone single of us. There is no big or small in jobs. No more or less in contributions. Today, ask your heart what difference it is here to make. Accept your particular difference a little more each day. Find a way to contribute that difference. We don't remember the whole of life; we remember the difference each person made here on Earth.

My intention for today is ...

DAY 9

Define Mindfulness

One beautiful thing about mindful living is there is no one agreed-upon definition of mindfulness. And there are fewer definitions on how to apply mindfulness.

mind·ful·ness

the quality or state of being conscious or aware of something.

a mental state achieved by focusing one's awareness on the present moment, while calmly acknowledging and accepting one's feelings, thoughts, and bodily sensations, used as a therapeutic technique.

Today, consider your own definition of mindfulness. Lean and grow into that with your practice each day.

My intention for today is ...

DAY 10

It's A Practice, Not A Perfect

"Believing takes practice." ~ Madeleine L'Engle

Mindful living every day is part art, part science – but mostly it is practice. Mindfulness is repetition. Our human brains are programmed to create a plan and execute on the plan. Becoming more mindful requires us to make the plan, then surrender it. Surrender over and over again. Each and every day, by using this book and applying mindfulness in “real” life, you give yourself an opportunity to practice. Believing, as we spoke about earlier, is be-a-live. Today, practice believing in your aliveness.

My intention for today is ...

DAY 11

Spirit Never Fails

“Success is not the absence of failure; it’s the persistence through failure.” ~ Aisha Tyler

Life sometimes gives us the opportunity to “reboot.” Those times can feel like failure. We have to choose if we are going to re-create the life we once had or if we will totally start over. I am living proof that we survive these reboot moments. Each failure has been a step that I later learned brought me to a new higher and better place. Today, no matter what you are going through, resist the need to label your challenge a failure. Reframe the failure into the opportunity to move to a higher and better place, in whatever way.

My intention for today is ...

DAY 12

Renew

I am renewing.

Today, give fresh life and strength to a project you may have set aside. Renew an interest in your life today.

My intention for today is ...

DAY 13

Ethical

I am ethical.

In a world of “right” and “wrong” or “good” and “bad,” affirm that you always know what is right in terms of human character. Today, explore your interpersonal words, thoughts, and actions. Affirm that you always make honest, virtuous, and ethical choices. As a mindfulness-practicing person, you set the standard of goodness. Thank you.

My intention for today is ...

DAY 14

New Thoughts Welcome Here

“You never change things by fighting the existing reality. To change something, build a new model that makes the existing model obsolete.” ~ R. Buckminster Fuller

It is what it is. That is good news for those of us who like to try to change what is. We can't be children for ever. Seeds must grow into flowers, and the sun must give way to the night. Where do you need to let go of resistance and surrender to a new beginning? New thoughts welcome here. Pause. Breathe. Allow.

My intention for today is ...

DAY 15

Be An Angel On Earth

“Highly successful people attract guardian angels here on Earth.”

~ Noah St John

Your life will change the day you look around and recognize that you, and everyone else on the planet, is an angel. We are here to support one another on the journey to live, love, laugh, and be our highest self. Today, be an angel to someone else and allow your angels to show up for you.

My intention for today is ...

DAY 16

Give It Up

“Giving up doesn’t always mean you’re weak. Sometimes you’re just strong enough to let go.” ~ Taylor Swift

A few times a year, I grab the garbage bags and make a donation bag. While not always fun, it’s one of the most spiritual, mindful practices I do. I walk through the house and find items that no longer bring me joy. I ask items if they are ready to be released. This practice can be done with both items and people. Giving up a once-cherished item, or person, opens up room for the next thing or someone and room for you to cherish.

My intention for today is ...

DAY 17

Vision & Accomplishment

“What you visualize, you actualize.” ~ Holly Duckworth

With this new day, you have the opportunity, and the obligation, to visualize what you want to have happen. Do not get caught up in awful-iz-ing. Actualize. Spend a few minutes seeing what you want to happen and sensing that it is actually happening right now. Close your eyes and see the movie of what you want to happen. Everything is twice created: once in your mind, then in form. Create what you want to have happen in your life today.

My intention for today is ...

DAY 18

Question Everything

“Sometimes the questions are complicated and the answers are simple.” ~ Dr Seuss

When we were kids, we questioned everything. Why is the sky blue? What do I want to be when I grow up? As we grow older we are trained to have the answers not the questions. Mindful living, reducing your chaos, and creating calm is an invitation to go back to the questions. It's true, some questions are hard – like how do we build a peaceful world? Some are easy – what do I want for lunch today? No matter what, question everything. What you may find is your intuition, your inner voice, just may surprise you with the answers.

My intention for today is ...

DAY 19

Attention Addiction

“The addictive nature of Web browsing can leave you with an attention span of nine seconds—the same as a goldfish.” ~ Sally Hogshead

Now that it is already June, you have been practicing mindfulness for some time. Can you feel how you are less addicted to speed and more addicted to slow? You are less addicted to chaos and seeking more calm. Turn the addiction of your attention to what you most desire to have in your life.

My intention for today is ...

DAY 20

Perfect Opportunity – Now

“Don’t wait for the perfect opportunity. Just take an opportunity and make it as perfect as you can.” ~ Mark Sanborn

Life can be full of excuses not to do something. And one reason to do something. Do it because you can. Do big things and little things. Things that make sense and things that make no sense. Your willingness to expand will make for a mindful amazing life.

My intention for today is ...

DAY 21

Let Go & Become

“When I let go of what I am, I become what I might be.” ~ Lao Tzu

This is not the life I thought I would have, it is the life I have chosen. One of my personal guides is Rick Finbow, a psychic medium and tarot reader. Years ago, he said to me, “Holly, you need to stop trying to be, and be.” Clearly, it was an “ah ha” moment for me. When you look back in your memories, what is something someone has said to you that stopped you in your tracks, or changed the course of your trajectory? Did you act on it? Is it still relevant? No matter what the question, the answer is always evolving. What are you going to stop trying to become, and actually become in the 24- hour adventure that is today?

My intention for today is ...

DAY 22

Desire Is Your Destiny

“I’m a success today because I had a friend who believed in me and I didn’t have the heart to let him down.” ~ Abraham Lincoln

I remember once my mom telling me as a child that I had very high self esteem. In the moment, I took that as a bad thing. I tried to downplay it. As I look back on my life, it is the alchemy of my own desire, coupled with other people’s belief in me, that has propelled my work forward.

Look back on your own life. Who believed in you at a down moment? How can you lift someone up in the same way today?

My intention for today is ...

DAY 23

Choose Your Success

“People begin to become successful the moment they choose to be.”

~ Harvey McKay

Choice...it's one of the most powerful tools we have during this human experience. We make zillions of mind-less choices each day. Those choices often come as a result of our human “programming” or beliefs, when we do not pause to consider the options and choose mindfully. We think that because we are bombarded with messaging that we can't make every choice mindful. Yet, the big ones we must. Today, look at the choices you make. Do you make them from the frame of doing what is best for you or what is best for the other person? Sometimes when you choose to put your good second, you take away from goodness in the world. Choose how to be mindful.

My intention for today is ...

DAY 24

Superhero In You

"One way to remember who you are is to remember who your heroes are." ~ Steve Jobs

A few years ago, a young boy named Miles was on the Make a Wish registry. He wished he could be Batman. The entire city of Gotham (a.k.a. San Francisco) stopped to make it happen. There were many actors involved in staging crime scenes and scenarios around the town. On that day, November 15, 2013, the hearts of our nation honored that superheroes are everywhere. Today, embrace your inner super power. When you identify what that is (reading, writing, speaking, crafting, etc.) go share that super power with someone else. You will unlock the key, not just to Gotham City, but to your heart.

My intention for today is ...

DAY 25

What would you do today if you were brave?

*“What if we’re all meant to do what we secretly dream What
would you ask if you knew you could have anything
Like the mighty oak sleeps in the heart of a seed
Are there miracles in you and me*

*If I were brave I’d walk the razor’s edge Where fools and
dreamers dare to tread Never lose faith, even when losing my way
What step would I take today if I were brave”*

~ Jana Stanfield

In 2012, Disney released its animated movie Brave. In that movie, a sassy, redheaded princess named Merida chose to defy the custom of getting married. She chose to live a new life. A brave choice. Do you desire to do something new, or out of character for you, where you need to be brave? It may not be as big as marriage, but it could be something as bold as choosing not to eat meat. You get my point. Today in your choices, choose to be you. There is a braveness in being you, all you, all the time.

My intention for today is ...

DAY 26

Time

“They say time changes things, but you have to actually change them yourself.” ~ Andy Warhol

Change is inevitable, but how you change is a choice. Each fall, our surroundings change as leaves fall and rains come. Where do you most desire change in your life? Is it health, finances, relationships? Now is a great time to take a class, read a book, engage in a new conversation. Make time for change.

My intention for today is ...

DAY 27

People Are Watching What You Are Teaching

“Being a role model is the most powerful form of educating.” ~
John Wooden

We all have the opportunity and responsibility to be role models for one another. In the classroom of life, it is the most effective way to teach. What are you teaching the world today by your actions? Share your mindfulness practice with a friend today. Educate them on how everyday, a few moments of mindfulness can change their world.

My intention for today is ...

DAY 28

Manifesting Normacles

“Miracles are a constant; they are the norm. Maybe we should really call them “Normal-cles.” ~ Michelle Medrano

Did you know there are over 37 trillion cells in your human body? That is 37 trillion miracles you are experiencing in this very moment. To be alive is a miracle. As you go about your day, look around. Driving a car is a miracle...having a roof over your head, a miracle. Celebrate the miracles all around you.

My intention for today is ...

DAY 29

Re-Frame The Problem

“The highest levels of performance come to people who are centered, intuitive, creative, and reflective – people who know to see a problem as an opportunity.” ~ Deepak Chopra

People need each other. I learned this after years and years of trying to run the various chapters of my life and business all by myself. My unconscious programming kept telling me that nobody was as perfect at running my business as I was, so I would let nobody help. Then one day, I realized that I was a problem. I had exceeded my own ability to grow the company by trying to do it all. My mindful meditation practice guided me to realize that my problem was an opportunity to employ other people. Today, reflect on where you are, where you have been, and where you want to go. That one thing you fear is your greatest point of opportunity. Begin to reframe the problem into possibility.

My intention for today is ...

DAY 30

Pursue Your Dream

“All our dreams can come true, if we have courage to pursue them.” ~ Walt Disney

December brings out the childlike wonder in many of us. What was one of your childhood dreams? It's never too late. Invite the core of your heart to share with you that child wish that is still wanting to be realized. Look for ways to make it come true.

My intention for today is ...

If you've enjoyed Everyday Mindfulness, let's keep the conversation going. Hire Holly to speak to your Association. She has programs for staff, members and volunteers.

ABOUT THE AUTHOR



Are you looking to lead your business in a different, more sustainable way? If so, then a conversation with Holly Duckworth is a must. Holly believes we are human beings, not human doings and teaches leaders how to bridge the personal practice of mindfulness into profitable business culture.

Holly Duckworth, CAE, CMP, LSP is CEO of **Leadership Solutions International**, is a trailblazer transforming businesses and industries as a contributor to the New York Times, Producer/Host of the **Everyday Mindfulness Show** with more than 150 episodes Holly has provides training programs on applied mindful leadership around the world. Bring Holly to your company conference or event to educate, connect or inspire.

Connect with Holly online:

www.hollyduckworth.com

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