

HELLO
&
WELCOME

www.ruchiparekh.com



Work-Life Harmony
&
The Art Of Saying "NO"

ABOUT ME



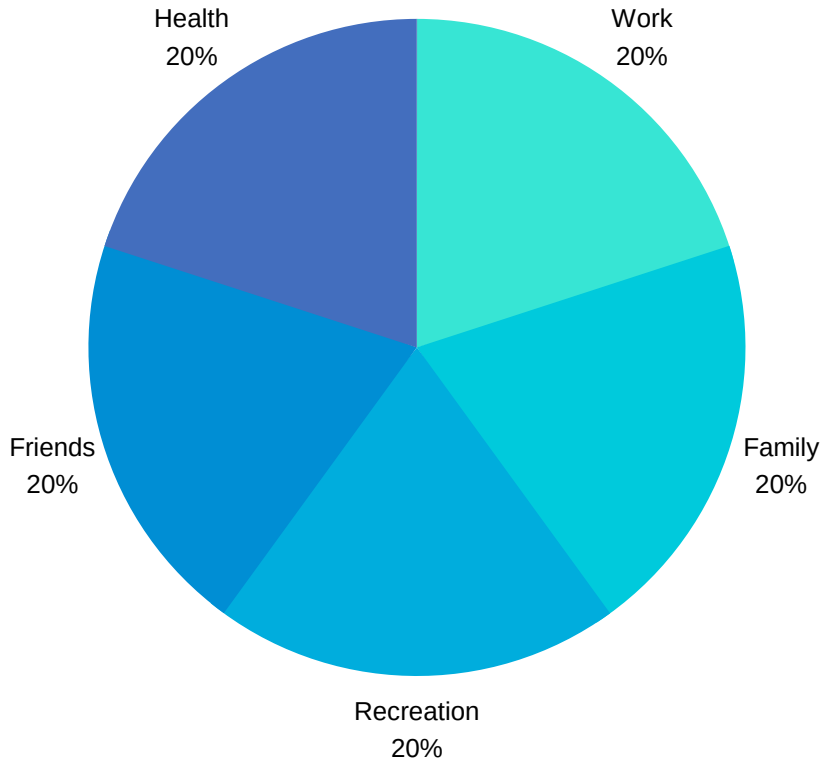
- Executive/ Life/ Career Coach
- Professional Certified Coach by ICF
- Also an NLP Practitioner, Lawyer, Keynote Speaker, Accredited Belbin Facilitator
- Focus on making clients feel empowered and accomplished while achieving their goals
- My coaching style is result-oriented

FOCUS FOR TODAY

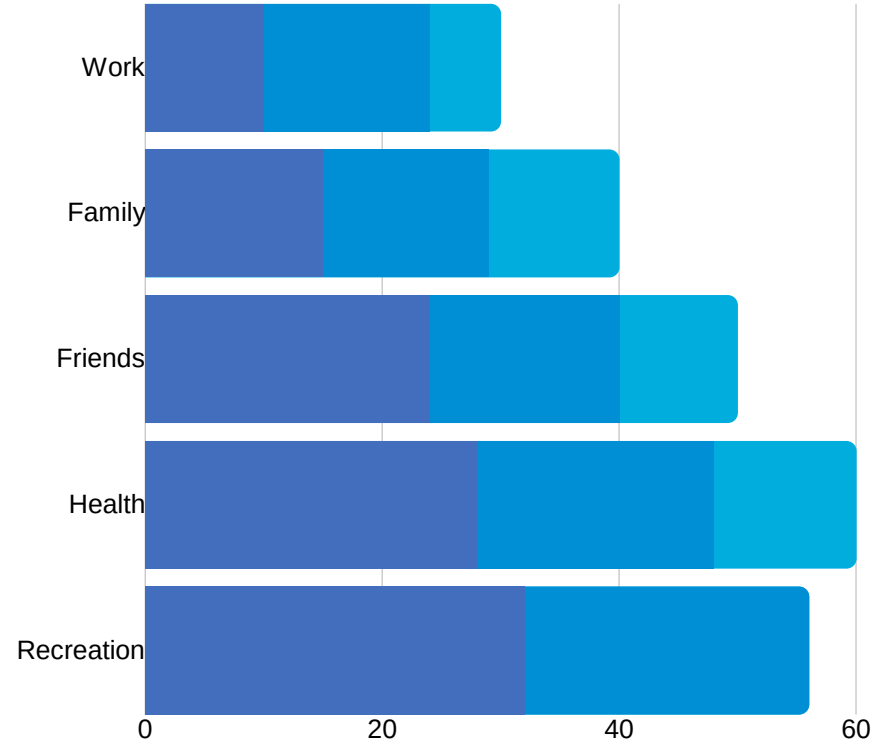
- Work-Life Balance vs Work-Life Harmony
- 8 steps to achieving Work-Life Harmony
- Why is it hard to say "NO"?
- Consequences of always saying "YES"
- Learning how to be assertive

WORK-LIFE BALANCE
VS
WORK-LIFE HARMONY?

Work-Life Balance



Work-Life Harmony



8 STEPS TO ACHIEVING WORK-LIFE HARMONY

- Stop aiming for perfection
- Focus on your strengths
- Focus on your health
- Prioritise your time
- Ensure "me" time
- Learning to say "NO"
- Unplugging
- Taking regular breaks

WHY IS IT HARD TO SAY "NO"

Fear of
conflict

Offend
another

Fear as being
seen as too
aggressive?

NO

Wanting to
keep everyone
happy

Wanting to
prove your
worth

Societal
norms

CONSEQUENCES OF
ALWAYS SAYING
"YES"

Low self-confidence/self-esteem

Resentment

Risk of failure

Lack of respect

*Feeling exploited, unappreciated
or obligated*

Physical & mental health suffers

LEARNING
HOW TO BE
"ASSERTIVE"

- "Assertive" is not the same as " Aggressive"
- Assertiveness is a way to get your needs met without offending others. It is powerful and no one is hurt. It does not mean that people will not reject your new found assertiveness, at first. However, if they do, they will eventually respect you, because real assertiveness involves both respect for yourself and the other
- It basically means standing up for yourself while being respectful
- It's a communication skill that can reduce conflict, build your self-confidence and improve relationships

Be Respectful

Work on your confidence

Practice

Focus on using the "I"

Do not get angry

Set clear boundaries and protect them with confidence

Trust your instincts

JOURNALING EXERCISE

If you could say "NO" to one person, who would that be and what would you say?

CONNECT WITH ME

www.ruchiparekh.com



ruchparekh



coach.ruch



Ruchi Parekh

www.ruchiparekh.com



THANK YOU