

Transcript | How to Prioritise When Everything Feels Urgent

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00:00:11.400 --> 00:00:17.799

Natalia Kostenko: Hello, and welcome to this masterclass-style event on how to prioritize when everything feels urgent.

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00:00:17.980 --> 00:00:21.649

Natalia Kostenko: My name is Natalia, and I'm an event planner here at Apolitical.

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00:00:21.810 --> 00:00:28.499

Natalia Kostenko: Today is for anyone whose inbox, meetings, and quick asks are always filing up at once.

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00:00:28.710 --> 00:00:40.470

Natalia Kostenko: We're looking at how to decide what to do first with calm, clear trade-offs, plus language you can use to push back in a way to protect, that protects relationship, as well as your time.

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00:00:40.670 --> 00:00:54.970

Natalia Kostenko: For those of you who might be joining us for the first time, welcome! Apolitical is the world's largest online network of public servants used by half a million public servants and policymakers across 170 countries.

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Natalia Kostenko: Apolitical is a strategic partner to governments, helping them prepare their workforces for the future.

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00:01:02.210 --> 00:01:11.449

Natalia Kostenko: We achieved this by upskilling through short courses and peer communities, as well as by building learning tools designed for and with governments.

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00:01:11.950 --> 00:01:31.170

Natalia Kostenko: It would be great to hear from all of you too, so do post in the chat where you are joining us from, and what organizations you work for. I can see people already started, amazing. Hello, Brazil! Wow, great to have you here. Now I'm going to get into a few quick bits of housekeeping before we get into today's session.

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00:01:31.380 --> 00:01:37.360

Natalia Kostenko: So, firstly, I'll mention that this event is recorded for on-demand viewing on the apolitical website.

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00:01:37.680 --> 00:01:43.769

Natalia Kostenko: Please don't record it yourself. Contact details for privacy concerns are in the apolitical homepage footer.

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00:01:43.990 --> 00:01:52.740

Natalia Kostenko: Closed captions are available in your own language and can be toggled on and off in your screen setting. My colleague will post the instructions in the chat.

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00:01:53.620 --> 00:02:00.219

Natalia Kostenko: So, secondly, before we get started, I'd love to introduce you to the life in government community.

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Natalia Kostenko: Whether you are new to the public service, or further along in your career, this forum is a space to share resources, ask questions, and learn from peers about the informal rules and everyday realities of government.

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00:02:14.000 --> 00:02:24.699

Natalia Kostenko: If you've ever wondered about these, you are definitely not alone, and this community is a great place to connect with and learn from your peers in the public sector.

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00:02:24.970 --> 00:02:28.119

Natalia Kostenko: My colleague will post the link to the community in the chat.

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00:02:29.110 --> 00:02:38.599

Natalia Kostenko: So, before we introduce our speaker, we are going to run two quick polls just to get a sense of where you're coming from into today's discussion.

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00:02:39.040 --> 00:02:45.249

Natalia Kostenko: So, the first poll is... What's the main driver of stress in your working week right now?

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00:02:45.740 --> 00:02:51.080

Natalia Kostenko: Is it volume, pace, or maybe uncertainty, or people?

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00:02:51.210 --> 00:02:55.730

Natalia Kostenko: Maybe it's because you're always under pressure and find it difficult to switch off.

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00:02:56.640 --> 00:02:59.800

Natalia Kostenko: I can see, while you are...

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00:03:00.120 --> 00:03:08.610

Natalia Kostenko: answering the poll, I'll just have a look who we have in the room. Wow, lots of comments, amazing. We have South Africa Cape Town, hello!

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00:03:08.740 --> 00:03:13.410

Natalia Kostenko: We have... Edinburgh, amazing. Canada, Vancouver!

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00:03:13.790 --> 00:03:23.939

Natalia Kostenko: Ontario, a lot of Canadians here, wonderful! We have Jersey, hello, and England, of course, London, UK, hello! I am in London right now, too, and it's...

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00:03:24.100 --> 00:03:35.090

Natalia Kostenko: getting warmer here, I'm sure in Canada as well, so that's amazing. Oh, we have Kenya! Hello, Kenya! And Sari, UK, Cardiff, hello, Wales.

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00:03:35.320 --> 00:03:44.150

Natalia Kostenko: we have... Yeah, UK, oh, Albania! Wonderful! All over the world! Okay, so...

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00:03:45.860 --> 00:03:50.440

Natalia Kostenko: If you are... okay, I can see the results of the poll now, so...

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00:03:50.490 --> 00:04:06.509

Natalia Kostenko: Okay, it looks like volume, there is simply too much to do, is the obvious winner, but also uncertainty. I can relate to that. The world is so uncertain right now. Amazing. Thank you so much for participating in this poll!

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00:04:06.670 --> 00:04:23.309

Natalia Kostenko: All right, so we are gonna run the... another poll. It is to help us design our future courses. So, the question is, how long does it typically take to pull together comparative national and international evidence for a new piece of work?

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00:04:23.680 --> 00:04:34.369

Natalia Kostenko: So, please keep answering this poll, and I am ready to finally introduce our wonderful speaker. We are fortunate to have Fola joining us today.

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00:04:34.520 --> 00:04:38.659

Natalia Kostenko: Bola Vital is a certified yoga and mindfulness coach.

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00:04:39.220 --> 00:04:50.939

Natalia Kostenko: As a lawyer and public servant herself, she is very familiar with how challenging it can be to balance a stressful and rearing work life with time for self-care and family.

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00:04:51.350 --> 00:04:59.660

Natalia Kostenko: She leads a wellness program that teaches yoga and meditation to public servants and political workers in the Ontario Public Service.

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00:04:59.790 --> 00:05:17.199

Natalia Kostenko: She's passionate about ensuring mental and physical wellness in her own life, and sharing her skills with others so they can do the same. Wonderful! And you can read her full bio by visiting Resources tab at the bottom of your Zoom screen, and heading to the Speaker section.

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00:05:17.420 --> 00:05:24.880

Natalia Kostenko: Alright, welcome, Paula, it's so great to have you here. I'll hand it over to you for the next 15 minutes before a quick

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00:05:25.000 --> 00:05:32.680

Natalia Kostenko: Q&A, so please submit your questions, we'll have about 5 minutes, and Paula, over to you.

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00:05:33.370 --> 00:05:54.299

Paula Vital: Thank you so much, Natalia, and thank you, everyone, for coming. It is so heartwarming and just lovely to see how we're all gathered here together to learn, to, just work most effectively and be of service to ourselves, to each other, to the whole world. So, what a, what a lovely gathering.

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00:05:54.300 --> 00:06:13.029

Paula Vital: So, I wanted to cover three, aspects that I have found to be essential at this time when, as we saw in the poll, all these things are happening. There is more work to do than we will ever get done. So that's number one, right? So, it's like.

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00:06:13.060 --> 00:06:28.599

Paula Vital: there's no way you're gonna finish the to-dos. We try, we try to go faster. It's like, if I just go faster, and if I just do more, I will finish all the things that I have to do, but no, because the more you do, the more things that will keep coming.

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00:06:28.600 --> 00:06:41.750

Paula Vital: That's just the reality of life today. That's just how it is. And also, we'll never know exactly what we're gonna have to do each day, you know? And it was very timely that I'm doing this, because

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00:06:41.750 --> 00:07:06.390

Paula Vital: just last night, I thought I was gonna do something today, but things changed, and now I have to go somewhere different. And that's going to keep happening in the midst of the day, and definitely from day to day. So, a lot of our energy right now is resisting that, like, wishing we could get to a time where, oh, I can plan my day, and I know exactly what to do, and I have space in my life to do

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00:07:06.390 --> 00:07:11.219

Paula Vital: all the things that I'd like to do, right, both in my personal and professional life.

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00:07:11.220 --> 00:07:12.540

Paula Vital: But that's not the case.

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00:07:12.700 --> 00:07:14.830

Paula Vital: So what do we do in this reality?

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00:07:14.930 --> 00:07:18.550

Paula Vital: So the first one is we have to decide.

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00:07:18.590 --> 00:07:25.979

Paula Vital: So I looked into this word, decide, and the Latin, decidere, actually means to cut off or to kill.

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00:07:25.980 --> 00:07:49.170

Paula Vital: So it's like homicide. Like, we have to decide, we have to kill off other possibilities. And that is something that we don't like to do, because we want to do all the things, and there's so many things that look interesting, and so many people that want us to do so many things, so we... a lot of us, we say... we're public servants, we want to serve, so we say yes to all the things, and then we're burnt out.

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00:07:49.180 --> 00:07:56.780

Paula Vital: So, the number one is we have to decide. And in order to decide, we have to have clarity of mind.

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00:07:56.900 --> 00:08:13.320

Paula Vital: And that's where the mindfulness skills are so helpful. So, mindfulness, is the ability to see clearly. So, there are 3 intentional skills that you can actually develop through mindfulness practice.

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00:08:13.320 --> 00:08:31.449

Paula Vital: The first one is concentration power. So what are you going to focus on, right? So you need to decide, am I going to focus on this? Am I going to focus on that? Am I going to focus on both at the same time? If so, then the attention will be going back and forth. As long as you are deciding, you have concentration power.

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00:08:31.450 --> 00:08:35.449

Paula Vital: then you're in control, right? So that's one, concentration power.

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00:08:35.460 --> 00:08:40.920

Paula Vital: The second attentional skill that you develop is sensory clarity.

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00:08:40.980 --> 00:08:59.740

Paula Vital: So that means that of all the things that are happening outside of you, in the world, in your workspace, with other people, also inside of you, your reactivity, your frustration, your uncertainty, your stress, all of it, to start to untangle all of those pieces.

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00:08:59.740 --> 00:09:06.750

Paula Vital: So that you can see, what do I see? What do I hear, what do I feel, both outside of myself.

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00:09:06.750 --> 00:09:20.399

Paula Vital: and inside of myself. And that develops sensory clarity. So we can try it together. So if you look around your room... so mindfulness doesn't mean you sit in silence doing nothing. You can do it right now, right? So you look around your room.

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00:09:20.570 --> 00:09:22.519

Paula Vital: Notice what you see.

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00:09:22.720 --> 00:09:25.320

Paula Vital: You can label to yourself C.

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00:09:26.470 --> 00:09:36.770

Paula Vital: Notice also what you hear, right? So maybe there's a buzzing of the air conditioner. You hear it, you hear my voice. That's here. You can say to yourself, hear.

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00:09:37.450 --> 00:09:43.120

Paula Vital: Notice what you feel. So notice your legs on the chair, your clothes on your skin.

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00:09:44.140 --> 00:09:45.620

Paula Vital: Notice your breath.

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00:09:46.560 --> 00:09:48.240

Paula Vital: Notice your heartbeat.

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00:09:49.360 --> 00:10:07.760

Paula Vital: So what you see, what you hear, what you feel, both outside and within you. So sometimes there's images in your mind's eye. If you close your eyes, you might see in. Then there's thoughts, right? Oh, I need to do something else. Somebody else is asking me to do something. So we hear thoughts.

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00:10:08.360 --> 00:10:12.630

Paula Vital: I don't like this, I want that, I would like this to be different. Thoughts. Here.

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00:10:12.760 --> 00:10:23.420

Paula Vital: And then feel, sensations in the body. There could be nervousness in the belly, there could be sadness in the heart, there could be joy, gratitude throughout the body. We feel, both physically.

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00:10:23.650 --> 00:10:31.559

Paula Vital: and emotionally. See, hear, feel. This is all you're ever going to experience in your whole life. See, hear, and feel, out or in.

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00:10:31.560 --> 00:10:47.630

Paula Vital: So as we start to notice that throughout the day, then we have the third attentional skill, which is called equanimity. And this means that we are okay with things, whether they're pleasant or unpleasant.

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00:10:48.010 --> 00:11:04.630

Paula Vital: The human condition is we're always grasping for the pleasant. We'd like the day to be easeful, to be joyful, to know exactly what we'd like to do. We want to do... working on the things that we enjoy. Sometimes we can, and when we have that opportunity, rejoice. Yes, today I get to have time to work on the thing that I love.

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00:11:04.630 --> 00:11:12.249

Paula Vital: And then maybe the next day, or the afternoon, it's like, oh, you get pulled into something that's not your favorite, and that feels unpleasant in the body.

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00:11:12.250 --> 00:11:22.259

Paula Vital: And that creates resistance. I wish I was working on something else. Like, why isn't this other person working? So that's where we return to see, hear, feel.

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00:11:22.260 --> 00:11:37.839

Paula Vital: And we just allow that it's okay to have unpleasant sensation. We can handle both. So that's what we want to develop. We want to develop concentration power, sensory clarity, equinivty. That will help us decide whether it's this week.

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00:11:37.840 --> 00:11:43.830

Paula Vital: This quarter, this day, this hour, this is my priority.

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00:11:44.110 --> 00:11:49.839

Paula Vital: So even if there's 10 things going on, deciding on a priority is number one.

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00:11:50.610 --> 00:12:08.469

Paula Vital: Step number two, step number two is you gotta let people know what your priority is, right? So if you choose a priority, but your boss has a different priority, it's a problem, right? Or if your husband has one and you have a different one. So depending on who the people around you are, then you need to

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00:12:08.470 --> 00:12:15.120

Paula Vital: have communication around, this is what I feel the priority is, do you agree?

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00:12:15.520 --> 00:12:32.379

Paula Vital: And this leads to a second issue, which is capacity. So one of the things we want to talk about is pushback language. So say you already feel like you have a full plate, and you already feel like your capacity is a little bit lower than all the things you have to do.

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00:12:32.900 --> 00:12:41.950

Paula Vital: And then somebody adds one more. So, wow, now I really have too much to do, too little time. What happens is, the whole body contracts.

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00:12:41.950 --> 00:12:57.199

Paula Vital: And we get all stressed out about it, right? We're overwhelmed because our feeling is we just cannot handle that thing. So the only thing that will bring you back into balance is you either have to reduce the things that you're going to do by prioritizing.

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00:12:57.470 --> 00:12:59.910

Paula Vital: Or build your capacity.

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00:13:00.180 --> 00:13:06.360

Paula Vital: Right? So, this reducing thing is about having that conversation.

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00:13:06.760 --> 00:13:11.820

Paula Vital: love to work on this, and I am working on ABC.

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00:13:11.890 --> 00:13:26.329

Paula Vital: Which of these do you feel is the most important? Who can help with the others? So practicing that language, practicing, yes, I would love to, and I actually don't have capacity right now.

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00:13:26.330 --> 00:13:38.159

Paula Vital: How can we work with this? So, knowing that you're not alone, often we feel we carry everything on your own shoulders, but you have a team. You have a team, you have other people that can support you.

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00:13:38.160 --> 00:13:42.499

Paula Vital: And there's one more thing, which is your nervous system.

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00:13:42.500 --> 00:13:57.139

Paula Vital: can help you build your capacity. Because when we feel overwhelmed, that we have too much to do in too little time, everything feels urgent, that's the key. It feels urgent, but is everything really urgent?

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00:13:57.200 --> 00:14:01.400

Paula Vital: If everything's urgent, then nothing's really urgent, right? So.

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00:14:01.540 --> 00:14:17.680

Paula Vital: Urgent to me is, you need to go to the hospital right now, right? Like, somebody's dying. Sometimes that happens, and that's your number one priority, that's what you do. If it's just, like, the semblance of everything is due now, because people have asked me to do everything now.

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00:14:18.420 --> 00:14:20.539

Paula Vital: Calming the nervous system.

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00:14:20.650 --> 00:14:36.729

Paula Vital: And a great way to do this is with your breath. Your breath moderates both your body and your mind. So let's do this together. So I'm going to ask you to place one hand on your upper belly, and one hand on your low belly.

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00:14:36.990 --> 00:14:45.880

Paula Vital: And if you're in a situation where you can't put your hands on your belly, because you think that's weird, you don't have to, but it just helps you to connect with your natural breath.

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00:14:46.370 --> 00:14:50.990

Paula Vital: And we're gonna inhale into the upper belly through the nose for one...

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00:14:51.240 --> 00:14:58.199

Paula Vital: Two, and then the exhale, the low belly comes in and up, all through your nose, for one.

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00:14:58.490 --> 00:14:59.340

Paula Vital: Chew.

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00:14:59.690 --> 00:15:07.550

Paula Vital: Inhale. One... 2... Exhale. One... Chew.

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00:15:07.980 --> 00:15:18.360

Paula Vital: Inhale. One... to... Three... Exhale. One... 2... 3.

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00:15:18.860 --> 00:15:26.380

Paula Vital: Inhale, one... to... 3... Exhale, one.

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00:15:26.580 --> 00:15:30.370

Paula Vital: 2... 3... 4.

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00:15:30.610 --> 00:15:38.260

Paula Vital: Inhale, one... to... 3... Exhale. 1.

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00:15:38.490 --> 00:15:42.440

Paula Vital: 2... 3... 4.

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00:15:42.760 --> 00:15:47.820

Paula Vital: Inhale. One... to... 3?

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00:15:48.230 --> 00:15:55.450

Paula Vital: Exhale, one... 2... 3... 4... Bye.

100

00:15:55.720 --> 00:16:03.159

Paula Vital: Inhale. One... to... 3. Exhale. 1.

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00:16:03.390 --> 00:16:15.950

Paula Vital: 2... 3... 4... 5, 2 more. Inhale, 1... 2... 3... Exhale. 1.

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00:16:16.170 --> 00:16:22.190

Paula Vital: 2... 3... Or... 5... 6.

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00:16:22.370 --> 00:16:29.560

Paula Vital: Inhale. One... to... 3... Exhale. 1.

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00:16:29.750 --> 00:16:34.590

Paula Vital: tube... 3... for... Bye.

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00:16:34.820 --> 00:16:38.680

Paula Vital: 6. Let the breath return to its natural rhythm.

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00:16:40.330 --> 00:16:54.849

Paula Vital: And just notice what that experience was like for you. Were you feeling like, I don't have time to breathe, I have too many things to do, or I'm not sure if I'm doing this properly? But anything that calms your nervous system. So, long exhale.

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00:16:54.850 --> 00:17:01.349

Paula Vital: Also, just, like, stretching certain body... body parts, like your fingers, just stretching them out.

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00:17:01.350 --> 00:17:05.619

Paula Vital: Wiggling them, rolling the shoulders back, forward.

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00:17:06.480 --> 00:17:12.659

Paula Vital: Doing the neck like a figure 8, like an infinity with the head, very slight to just move the neck.

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00:17:14.650 --> 00:17:21.039

Paula Vital: Just moving the neck. And then also the hips, so just moving the hips forward and back.

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00:17:21.550 --> 00:17:28.540

Paula Vital: And softening the belly. So all of this will remind your body That is actually safe.

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00:17:28.710 --> 00:17:36.639

Paula Vital: That it feels like, oh no, everything's on fire, everything's urgent, but no, you can look around, you're safe, you're breathing, you're okay.

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00:17:36.640 --> 00:17:55.240

Paula Vital: And we need to remind ourselves that we're okay so that we can have those conversations. Because if we're feeling all stressed and all nervous about it, it's not going to go well. So the first thing, even though you feel you don't have time for it, is to return to your body.

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00:17:55.310 --> 00:18:06.449

Paula Vital: Find your place of safety. I'm good in this moment. Yes, there are 20 things to do, but we're gonna pick one, and we're gonna have a conversation about which one, right? And then.

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00:18:06.450 --> 00:18:22.259

Paula Vital: And then that's it. So, step one, you decide. Step two, you talk to people about it, make sure that everyone's on board, get the support you need. The earlier you tell people, the better. So, people confuse

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00:18:22.260 --> 00:18:31.540

Paula Vital: immediacy with clarity, especially early on in your career. You feel if somebody asks you to do something, they want you to respond immediately.

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00:18:31.700 --> 00:18:38.480

Paula Vital: That's not necessarily the case. What's most important is that they get clarity as to when it's going to get done.

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00:18:38.690 --> 00:18:41.459

Paula Vital: So, I prefer to get back

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00:18:41.460 --> 00:19:02.889

Paula Vital: yes, I'm on that, I'll get it to you tomorrow, as opposed to radio silence, and somebody's, like, scrambling to get it to me by the end of the day, right? Like, wouldn't you... wouldn't you rather know, or if something can't get done, wouldn't you rather know that so you can find a different way to get it done, rather than somebody's, like, stressing out and scrambling, and then there's mistakes in it?

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00:19:02.890 --> 00:19:15.490

Paula Vital: Right? So clarity over immediacy is really, really important. It's a level of courage, right? Confidence in your abilities, that it's okay to say, I don't have capacity right now.

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00:19:15.510 --> 00:19:21.990

Paula Vital: It's part of working in a professional way to let people know what you can and what you can't do.

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00:19:22.130 --> 00:19:23.739

Paula Vital: So that's step two.

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00:19:24.170 --> 00:19:30.440

Paula Vital: So we said, Clarity, first you decide, then you commit. Courage, you have the conversation.

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00:19:30.590 --> 00:19:31.860

Paula Vital: Number 3!

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00:19:31.960 --> 00:19:55.760

Paula Vital: This is a discipline. It's not a one-and-done thing. This is something that you're gonna practice over time, and it's gonna get easier the more you practice it. It's like, if you were to go to the gym, and the first day you couldn't lift the heaviest weight, you wouldn't be like, okay, forget it, this isn't for me, I'm leaving, right? You gotta go every day, you gotta lift the weights. So, every day, you're going to look at your list, and all the new things that came in.

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00:19:55.760 --> 00:19:57.549

Paula Vital: And you're going to decide.

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00:19:57.550 --> 00:20:00.919

Paula Vital: And what I like to say is that outer structure

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00:20:00.920 --> 00:20:14.000

Paula Vital: brings inner freedom. This is a yoga saying that I learned. So, the more structure you can create around your day, and of course it's going to change, but the more structure you have, the more freedom you have. So, for example.

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00:20:14.000 --> 00:20:24.709

Paula Vital: 10 minutes in the morning where you're gonna prioritize for the day. It's time for prioritizing. You're gonna look at all your things, you're gonna say, okay, today, this is the most important thing. I like to pick one thing.

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00:20:24.770 --> 00:20:29.090

Paula Vital: Maybe two. So that if you get one or two things done that day.

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00:20:29.330 --> 00:20:42.950

Paula Vital: you've done it. Like, and everything else can go to a different day or to a different person, right? So you pick day to day, then you can also pick week by week. Like, this week, I'm working on this. And don't forget to celebrate.

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00:20:42.950 --> 00:21:06.740

Paula Vital: So, you pick your thing, you do your thing, you celebrate, you got it done. Say it didn't get done. Remember equanimity, pleasant, unpleasant. Well, I dropped the ball on that one. I forgot that one. You know, somebody else had to do it, or it was late, or whatever it is. You learn. This is part of working. It's part of being of service that we learn as we go, right? So, each week, each day.

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00:21:06.740 --> 00:21:19.769

Paula Vital: You can also do this, like, by quarter or by year, like, picking a priority project is really fun, also, like, something that's really meaningful to you. You also want to think when you prioritize.

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00:21:19.830 --> 00:21:35.760

Paula Vital: Whose priorities are these, right? Are you always taking on other people's priorities? What is it that you, as a professional, as a human being, as a unique, beautiful human that you are, what is the contribution that you want to make to the world?

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00:21:35.810 --> 00:21:53.180

Paula Vital: So for me personally, doing these workshops has been a priority. So, there's other things that I've given up in order to do this thing that I love so much, because it's meant so much to me, and I want to share it, right? So, I think, like, that's the number one, is that you're continually giving things up.

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00:21:53.180 --> 00:21:56.459

Paula Vital: To do the things that are the most important.

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00:21:56.750 --> 00:22:04.650

Paula Vital: And then you build this... this dedication, this discipline around prioritizing, around committing.

138

00:22:04.650 --> 00:22:21.860

Paula Vital: And then maybe having an accountability buddy, right? So I always have, like, a coach or a group that, you know, I go back and say, okay, this week I met my priorities, or I didn't, and this is how I can do better next time. How much time do I need to dedicate to do these things?

139

00:22:21.860 --> 00:22:33.079

Paula Vital: And to really just make it fun, make it joyful. We won't do all the things, but we can learn to do the right things in the right way, in a good way.

140

00:22:33.150 --> 00:22:57.420

Paula Vital: So that's the main message I wanted to share. There's so much more to talk about, but hopefully it's a good beginning for you. And I know we have time for questions, and of course, if there's anything further, you can always reach out to me, Paula at livethepresent.ca, and I'm always happy to talk to you more about your own particular, situation. So I'll turn back to Natalia for questions.

141

00:22:57.620 --> 00:23:11.510

Natalia Kostenko: Yes, thank you so much, Paula. That was a brilliant presentation. I saw a lot of emojis, heart emojis, clapping, wonderful. I have made some notes for my personal work and life, so yeah, wonderful.

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00:23:11.530 --> 00:23:24.530

Natalia Kostenko: And, remember to keep dropping any questions. We have only a couple of minutes left, but you can also continue the conversation in the community that we posted just earlier today.

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00:23:24.530 --> 00:23:34.120

Natalia Kostenko: So, before we dive into your questions, I want to let you know that we also created a great follow-up resource to today's topic that we think you'll find useful.

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00:23:34.120 --> 00:23:44.780

Natalia Kostenko: So, this is a productivity guide for public servants with simple, 6 simple tried and tested ways to work more efficiently without working longer hours.

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00:23:44.840 --> 00:23:58.759

Natalia Kostenko: And to receive your link to the guide, go to the Life and Government community after this event, and leave a comment on the post pinned at the top. This will be my post, so if you see my face, this is, you're in the right place.

146

00:23:58.910 --> 00:24:08.159

Natalia Kostenko: And we will send you the resource by email after the event, maybe a couple of days after the event, so my colleague has just posted the link in the chat.

147

00:24:08.340 --> 00:24:21.940

Natalia Kostenko: All right, well, let's move into the Q&A, and we have, one quick question about equity, and somebody asked to explain it a little bit more about pleasant and unpleasant. Can you just give another minute,

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00:24:21.940 --> 00:24:30.660

Paula Vital: Absolutely. It's the most important, concept, so I'm glad you asked. So, equanimity... means that...

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00:24:31.570 --> 00:24:35.170

Paula Vital: Things are always coming together and falling apart.

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00:24:35.280 --> 00:24:39.239

Paula Vital: This is the reality of life. You'll see it in nature.

151

00:24:39.430 --> 00:24:49.319

Paula Vital: It's just the way life is, right? Like, we come together as a human being, we grow, and then we die. Like, we come and we go. And that's life.

152

00:24:49.430 --> 00:24:54.550

Paula Vital: The mistake we often make as humans is we want to hang on to the things we like.

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00:24:54.730 --> 00:25:03.340

Paula Vital: And we want to push away the things we don't like. And we're constantly doing this. And a little bit of that is natural.

154

00:25:03.340 --> 00:25:20.099

Paula Vital: And that's just... we're gonna just do that. As humans, we're always gonna go towards the things that feel good, and we're gonna push away the things that don't feel good. Equanimity is building the opposite of that. So that capacity to be with unpleasant sensation.

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00:25:20.280 --> 00:25:24.500

Paula Vital: And with difficult situations in our life.

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00:25:24.800 --> 00:25:39.929

Paula Vital: Without freaking out about it. Knowing that this is part of the process of work and of life, that we're gonna have to go through things that are unpleasant, and actually, those will help us grow.

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00:25:40.200 --> 00:25:43.229

Paula Vital: Right? So when you're having a day that is

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00:25:43.230 --> 00:26:04.169

Paula Vital: totally stressful, and you don't know what to do, and it's too much. Instead of beating yourself up about it, wishing that you could have a peaceful day, you say, this is the kind of day I'm having. And you take that breath, so your breath, your body, will help you, and go back. It's almost like stepping back and being the sky

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00:26:04.170 --> 00:26:11.699

Paula Vital: amidst the clouds. You want to identify more and more with being the kiss, with the painting that is your life.

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00:26:11.700 --> 00:26:20.330

Paula Vital: So that's equanimity. It's that spaciousness around all the things that are coming and going. It's the calm at the center of the storm.

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00:26:20.330 --> 00:26:20.970

Natalia Kostenko: Yeah.

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00:26:20.970 --> 00:26:21.499

Paula Vital: Does that make sense?

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00:26:21.500 --> 00:26:32.669

Natalia Kostenko: That's a good reminder. Yes, it... well, I think so, and we have comments, thanking you as well, and that is such a great reminder. I definitely will, remember that.

164

00:26:33.140 --> 00:26:51.020

Natalia Kostenko: on a stressful day. All right, we have time for one more question. We don't have much time left, Paula, so let's, give a snappy answer to this one, but it's an important one, so worth asking. So, is there a great way to ask, and to say that you'll work on

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00:26:51.020 --> 00:26:57.799

Natalia Kostenko: a project, but without promising that you will deliver. Is there a way to communicate it in a great way?

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00:26:58.430 --> 00:27:14.250

Paula Vital: Yeah, so I think for that, you want to have an estimate, right? Like, if you... you can't... remember, certainty over immediacy needs certainty. So what do you think is your best guess as to when you could get it done?

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00:27:14.360 --> 00:27:18.830

Paula Vital: Or if you can't get it done, I think it's better to say, I cannot.

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00:27:19.020 --> 00:27:22.570

Paula Vital: You know, we don't want to say I cannot, but...

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00:27:22.570 --> 00:27:41.700

Paula Vital: And it's a conversation. It'll be co-created with the person and people that you're working with. Like, wow, I feel like I can't get it done, but maybe there is a way. And just staying curious as to what the way might be, and saying, my estimate is, at this time.

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00:27:41.700 --> 00:27:56.699

Paula Vital: I might need a bit more time, I might need to give... give less. So give... try to give an estimate based on what you've worked on in the past. If you're really not sure, just have the conversation and say, I'm not sure, what do you think? Don't be afraid to ask.

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00:27:57.320 --> 00:27:59.170

Paula Vital: People are happy to help.

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00:27:59.700 --> 00:28:03.749

Natalia Kostenko: Yeah, communication is a key in so many different ways.

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00:28:03.940 --> 00:28:20.329

Natalia Kostenko: All right, well, we only have time for, closing remarks. Unfortunately, I can see a lot of great questions, but please do bring them into the community. There are so many people who are... would be great to help you with that. Thank you so much.

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00:28:20.330 --> 00:28:40.299

Natalia Kostenko: All right, well, Paula, we've had some incredible wisdom from you. Thank you so much, and I'd like you all to join me in giving her a virtual round of applause. I can see a lot of hearts, I can see clapping, amazing. And most importantly, thank you for investing in your learning and being so engaged in this topic today. It's been great seeing all of you in the chat.

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00:28:40.460 --> 00:28:50.269

Natalia Kostenko: The team is going to pull up a quick poll to find how you felt about today, which will help us to continue improving our content, and we really appreciate your responses!

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00:28:50.620 --> 00:29:08.419

Natalia Kostenko: So, before you go, and while you're responding to that poll, I want to share a few more events that you can register for to join us again, hopefully soon. If you're not available to be there live, remember that you can always register for the event in order to get sent the recording to catch up whenever suits you.

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00:29:08.610 --> 00:29:15.869

Natalia Kostenko: So, next week we have the next AI Skills Lab session on the, AI for project management.

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00:29:16.410 --> 00:29:32.750

Natalia Kostenko: And then early next month, we have Career Moves event. It will be on how to build relationships that advance your career, on establishing connections that open doors. And then finally, we have the next Masterclass on the Edge of Government series.

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00:29:32.940 --> 00:29:39.249

Natalia Kostenko: The event is called Creating Safe Space for New Ideas in a Risk-Averse Culture.

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00:29:39.610 --> 00:29:53.269

Natalia Kostenko: So, that's all we have time for today. We hope you found it helpful, and we want to say huge thank you to you, Paula, and to everyone who's made today happen, and to you for taking your time out of your very busy days.

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00:29:53.270 --> 00:30:02.399

Natalia Kostenko: So, keep an eye out for the email coming your way tomorrow with the recording from today's session and some resources.

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00:30:02.400 --> 00:30:09.259

Natalia Kostenko: And don't forget to comment onto my post in the community, and we hope to see you again at another apolitical event!

183

00:30:09.980 --> 00:30:12.159

Natalia Kostenko: Have a great day! Goodbye!