



every
woman
WORKBOOK

PEAK
PERFORMANCE:
DEFINING
AND REACHING
YOUR OWN
BEST SELF

An ounce of
performance
is worth a
pound of
promises. ”

MAE WEST, ACTOR, PLAYWRIGHT, COMEDIAN ¹

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About this workbook

At everywoman, we deliver a range of innovative products and resources that unlock the potential and talent of women in business globally. Whether you're just starting out, looking to progress your career, or even to build and develop your own enterprise, the everywomanNetwork provides a wealth of personal development resources, advice and inspiration to address the challenges you face at key stages in business. We produce workbooks on topics that matter most to our members and we're constantly listening to your views to give you the tools you need to propel you through your life's work, at a time and place that suits you.

"If I waited for perfection...I would never write a word." This line from celebrated bestselling author Margaret Atwood carries a universality that will make it instantly recognisable to people everywhere. In striving for perfection, the fear of failure can leave us paralysed, unable to get going. But if we strive instead to get the job done as excellently as we can, we will succeed. Performing to the best of your ability isn't always easy, but it is, by definition, doable.

To achieve peak performance, we must become more self-aware. We have to reflect both on what drives us forward and what holds us back. Confidence is crucial: the confidence to understand our strengths and be honest about our weaknesses, both with ourselves and with others. We all have moments when we are 'in the zone', when we hit what is known as 'flow'. Being able to identify what impedes us could mean a major hurdle overcome.

Much of what impedes us is internal, and there is work we can do around this. But much is external and the curveballs that life throws us come in various shapes and sizes. Our productivity might be hampered by a toxic relationship between colleagues in our team. Or it might be knocked off balance by a global pandemic, which sees us thrust into a very strange new 'normal'. In this workbook, we'll look at ways we can mitigate the impact of such forces.

Achieving peak performance becomes that much harder if you are in poor condition – and that applies to mental as well as physical health. Stress is one of the great saboteurs of workplace excellence, so we examine its different forms, from the positive to the dangerous, and how to combat them where necessary.

By undertaking this workbook, you will gain a greater understanding of peak performance, how to attain it and what you can do to prevent obstacles getting in your way. We'd love to know how you get on – email us at karenmax@everywoman.com or tweet us [@everywomanuk](https://twitter.com/everywomanuk).

Maxine & Karen

and the everywoman team

Peak performance and confidence

Achieving your optimum personal performance goals can be challenging. It is, however, simpler than you may think – the single most important ingredient you need to begin your journey is confidence.

——— “ “ ———

CONFIDENCE IS THE ONLY
KEY. I CAN'T THINK OF ANY
BETTER REPRESENTATION
OF BEAUTY THAN
SOMEBODY WHO IS
UNAFRAID TO BE HERSELF. ”

EMMA STONE, ACTOR

Confidence isn't something that comes naturally to everyone. For many of us, it's a process. As we become more confident and comfortable with our situation and surroundings, so it helps to improve our performance.

Acknowledging that you are not going to know everything from the get-go, and that actually it takes a lot of practice to become more confident in what you do, is crucial. As is accepting that you need your team, external advice and regular training to support you in gaining those skills.



EXERCISE

THE PERFORMANCE EVALUATION

Have a look at these statements and consider how they relate to you and how you are performing in your work environment right now. Then give each statement a rating out of five (with five being the maximum) as a measurement of whether you think you are operating at your peak or some way short of it. This will help you clarify the areas you need to work on.

1. I'm on top of my workload

LOW					HIGH
1	2	3	4	5	

2. I'm confident I have the skills to complete my tasks

LOW					HIGH
1	2	3	4	5	

3. I can't wait to get stuck into my work

LOW					HIGH
1	2	3	4	5	

4. I'm challenged by my role

LOW					HIGH
1	2	3	4	5	

5. I know my goals and I'm focused on achieving them

LOW					HIGH
1	2	3	4	5	

Now list the performance areas in order, starting with those that need the most work. This will really help you focus.

- 1.
- 2.
- 3.
- 4.
- 5.

GO WITH THE FLOW

Another definition of peak performance comes from psychologist Mihaly Csikszentmihalyi. Noted for his studies on happiness and creativity at work, Csikszentmihalyi describes optimal performance as 'flow'.

He says, "Flow is being completely involved in an activity for its own sake. The ego falls away. Time flies. Every action, movement, and thought follows inevitably from the previous one, like playing jazz." ⁱⁱ

Csikszentmihalyi, however, also appreciates that there are many barriers in our working lives that can interrupt our flow. That could

include too many meetings, device distraction, office politics or even expending too much mental energy composing and replying to emails. Sometimes you need to react quickly to unforeseen events. All these factors, plus more besides, can prevent us from performing at our best.

"We've all felt 'flow' from time to time, but it's difficult to attain and retain, especially at work," he adds. "Our 'flow' can be interrupted by our environment – for example, we're distracted by other people, by emails, texts, social media, that sort of thing. Procrastination is also the killer of flow."



IF OUR WORK IS TOO CHALLENGING, TOO BORING OR UNFOCUSED, THAT CAN STOP US FROM PERFORMING OPTIMALLY. WORRY AND STRESS CAN ALSO AFFECT OUR PERFORMANCE – WHAT WAS ONCE ENJOYABLE CAN BECOME A STRUGGLE IF TOO STRESSED – BE IT A WORKLOAD THAT'S TOO HARD TO MANAGE, PROBLEMS WITH COLLEAGUES OR WITH YOUR HEALTH IN GENERAL."

MIHALY CSIKSZENTMIHALYI, PSYCHOLOGIST ⁱⁱⁱ



EXERCISE

Now, ask yourself, how often are you in flow? Perhaps even reflect on your working day – can you identify those moments of flow. How many episodes were there? If you're struggling to identify any such moments, then consider why that might be.

Were you...

Stressed?

Overwhelmed?

Bored?

Constantly interrupted?

Procrastinating?



CONFIDENCE
IS THE BRIDGE
CONNECTING
PERFORMANCE,
INVESTMENT
AND RESULTS.”

ROSABETH MOSS KANTER,
PROFESSOR OF BUSINESS,
HARVARD BUSINESS SCHOOL ^{IV}

LOW CONFIDENCE

When you're confident in your abilities to achieve the task you have been assigned, you find you can perform at a higher level.

Think about the last time you felt lacking in confidence. Did it affect your enjoyment of the work? Were you able to complete your tasks to the best of your abilities?

How about when you were confident – did your enjoyment increase? Did it seem easier, more natural?

Low confidence can
also lead to:

- | Getting stuck in a rut
- | Feeling nervous about moving on or up
- | Increased anxiety
- | Envy of other people's achievements
- | Internal chatter - “I’m always bad at x”,
“I’ll never get the role I want”



EXERCISE

TACKLING LOW CONFIDENCE

The first step to solving any problem starts with acknowledging that the problem exists. By simply ploughing on when you're at a low ebb you could drain yourself of what little confidence you have. Alternatively, you might hope the problem will go away by itself when open dialogue is often the way forward. Try this five-point plan to boost your confidence:

1

Acknowledge

That you're lacking confidence

2

Forgive

Quieten that internal chatter and know that we all feel this way

3

Identify the problem

What are the factors?

4

Get to it

Start working on improving your confidence, through useful, kind and relevant feedback, training and support

5

Be realistic

Are your goals really within your reach? Overstretching (or not stretching enough) will jeopardise your confidence



TAKE AWAY

To achieve peak performance you need to be confident in what you're doing. You also need to be engaged, challenged and honest enough to speak up about areas where you might need help from your team.

Self-awareness and skills

Hands up anyone who has never failed.

We all have from time to time. It's part of life, things don't always go to plan.

Acknowledging that things can and sometimes do fail helps you to become more resilient, enabling you to better handle tricky situations. Astronauts train for problems all the time. If they only trained for the best-case scenario their lives would be at risk. To improve your chance of success you have to prepare for the worst....

You should accept that you are not going to be brilliant at everything. Be honest with yourself about the skillsets that need to be developed and be confident enough to ask for the support to gain those skills.

Try to understand the importance of talking about failure. The landscape is always going to change. It's

important to have a change mindset so that you are not fixated on a single goal, but instead are ready to change that goal if things aren't working out.

If you don't acknowledge that things are going to go wrong then you will be blind to the fact that you might be working towards the wrong goal and doing things the wrong way.

Acknowledge the gaps in your knowledge

Another way to look at this is to remember that nobody is born an astronaut and no university offers it as a degree course. Every single person who went into space initially had huge gaps in their knowledge. They were supported in learning the necessary skills, to the point where it became second nature and they could achieve 'flow'. Remember . . .



Not only is it rewarding to learn new skills, but it can improve your performance. In turn, this increases your value to your current employer but also makes you a better proposition for future employers.



WHY DO I TALK ABOUT THE BENEFITS OF FAILURE? SIMPLY BECAUSE FAILURE MEANT A STRIPPING AWAY OF THE INESSENTIAL. I STOPPED PRETENDING TO MYSELF THAT I WAS ANYTHING OTHER THAN WHAT I WAS AND BEGAN TO DIRECT ALL MY ENERGY INTO FINISHING THE ONLY WORK THAT MATTERED TO ME."

JK ROWLING *



EXERCISE

FOCUS ON YOUR WEAKNESSES

Set aside some time to consciously, deliberately and objectively think about your weaknesses. Set a timer and go into the exercise with a curious mindset. Realising this is a positive exercise will keep you focused.

STEP 1 Take time to write down where you lack confidence: where are the gaps? Is it knowledge or action or both? Let's start with the assumption that you lack confidence when delivering a presentation. Examples of knowledge shortcomings would be uncertainty about what to include or not knowing how to put the PowerPoint together. An action shortcoming would be getting very nervous and not delivering to the best of your ability.

STEP 2 Get feedback from colleagues or friends to give you greater insight.

STEP 3 Seek out training and support specifically around skillsets to improve on knowledge or action.

HOW TO FILL THE GAPS AND HONE YOUR SKILLS

Acknowledge that tangible gaps are easier to tackle than intangible ones. For example, “I need to improve at Excel” is tangible and you can ask for training. Or if you think you’re not great at networking, then ask a colleague who is for help

in making introductions.

An intangible problem could be, “I find it difficult to communicate ideas to my team”, or “I’m not very good at office politics and so struggle to find allies.”

Tackle the tangible gaps first –

those ‘mini-wins’ will improve your confidence. Intangible gaps may take longer to sort out, and you may need coaching to break them down. Consider a mentor or coach to support you (see section 3).



EXERCISE

Make two lists. It is important to stress that you’re not looking for sweeping personality changes here. You are not, and will never be, perfect. Accept that there will be some things you cannot do well and own it.

MY TANGIBLE GAPS ARE ...

MY INTANGIBLE GAPS ARE ...



TAKE AWAY

Be honest about any shortcomings you may have, whether tangible or intangible, and take steps to remedy them. Seek mentoring if necessary and embrace the joy of learning new skills.

Maintaining a high-performing work environment

There are any number of factors that can have a detrimental effect on your flow or make achieving peak performance more difficult. However there are also tactics for dealing with these obstacles . . .

We live in a volatile world. Businesses are under pressure and everyone seems to be time poor. And the byproducts of living with uncertainty can in turn block our roads to peak performance. A toxic work environment can be particularly challenging. That could be caused by tight deadlines, reduced budgets, shareholder pressure or mismanagement, among other things.

If you find yourself in this situation remember not everyone has a perfect line manager or a perfect company.

It's understandable that the here-and-now can cause you to lose sight of the bigger picture. Long-term goals can be affected by short-term headaches.

If you're a team leader then it's important to remember that you're not going to get the same level of performance and consistency from everyone on your team. Also, that people no longer expect – or are expected – to stay in the same job permanently.

It is predicted that millennials will have around 15 different positions during the lifespan of their careers – and that figure is likely to rise as changes to retirement age and state pension laws mean more of us will be working for longer. So, if you want to move on or up, you are going to need that network to make the next step.

Also, look beyond your colleagues. Go out and find people who make you feel good about yourself. Try to surround yourself with motivational and inspirational people. By expanding your network, you are helping yourself to develop, both professionally and personally.

Look to your team for support

Nobody can do everything. Remember you are a member of the team too, so share your expertise, knowledge and skills with your colleagues.

Be mindful that interruptions disturb one's ability to complete a task, so ask team members to allow you the time to do your work – and consider the impact that you have on others, too.



WHEN YOU REACH AN OBSTACLE, TURN IT INTO AN OPPORTUNITY. YOU HAVE THE CHOICE. YOU CAN OVERCOME AND BE A WINNER, OR YOU CAN ALLOW IT TO OVERCOME YOU AND BE A LOSER. THE CHOICE IS YOURS AND YOURS ALONE. REFUSE TO THROW IN THE TOWEL. GO THAT EXTRA MILE THAT FAILURES REFUSE TO TRAVEL. IT IS FAR BETTER TO BE EXHAUSTED FROM SUCCESS THAN TO BE RESTED FROM FAILURE.”

MARY KAY ASH, FOUNDER, MARY KAY ASH COSMETICS ^{vi}

What creates a toxic personal environment?

A toxic environment can have many causes, all with one thing in common – they will hinder your performance. Being aware of the causes will make it easier to change your mindset to deal with them.

Toxic blockers include:

- | VUCA: a US Army acronym that stands for Volatile, Uncertain, Complex, Ambiguous – all factors that are above and beyond the remit of your role, any one of which could contribute to a toxic environment
- | Mission creep: the expansion of a project beyond its original scope
- | A changing landscape
- | Focusing on tasks that are either inappropriate or unnecessary
- | Stress, anxiety, feeling overloaded



EXERCISE

If you think you work in a toxic environment, list the contributing factors below.

ALLIES AT WORK

You cannot necessarily circumvent your line manager, but you can find allies at work – remember to look for allies who will support you in your job rather than being drawn towards those who support you in moaning about your line manager!

It's not about finding a sympathetic ear to whom you can say, "isn't this job

rubbish!". Rather, think about how you can make the best of your situation, so that you can move forward or move on.

The value of having trusted colleagues that you collaborate with and speak to means that

- | You work well together
- | You can get honest feedback
- | They can act as a good

sounding board

- | They do not have to be a 'friend'

However, it is important to know the boundaries and be aware how far you can push those relationships.

- | Don't waste their time
- | Make sure you have structured conversations
- | Focus on positive outcomes

How to manage the work environment

1

Identify your company's key decision-makers, gatekeepers and opinion formers.

2

Identify the important business drivers and what key stakeholders are being measured on.

3

Find ways to genuinely build long-term relationships with stakeholders, see ways of contributing to their success and visions.

4

Know the dynamics between individuals and never take sides, always stay neutral.

5

Use personal power and your expertise to navigate a system. Don't rely on positional power.

6

Bring any conflict to the surface with a view to resolving it and reaching an outcome that requires change in all parties.

THE ROLE OF MENTORS AND SPONSORS

Karren Brady is one of the best-known female figures in British business today and a vocal advocate of the role of a mentor or sponsor.

Brady says, "Mentoring is fantastic. I've done it for all the women who have worked for me. It wasn't something that was really around when I left school in the late '80s. But if every woman who works in an organisation can mentor another

woman then we really will see proper progress.

"I would recommend anyone who doesn't have a mentor to get one. A mentor is someone who wants nothing from you and only wants to help you. A mentor will introduce you to people you wouldn't otherwise meet and will open your horizons to new ways of doing things." ^{vii}

How a good mentor can help you achieve peak performance



They can provide insight into your role, whether current, new or potentially different, based on their experiences



They have complementary and separate skillsets that can support your ongoing professional development



They act as a sounding board for ideas and problems and bring new ideas to the table



They can expand your network and introduce you to new contacts



As a result, they can increase your opportunities going forward

How to structure sessions with a mentor

Three key things to remember

1

Put the groundwork in first to get a clear set of goals and talking points. Go with a tight remit to avoid confusion and overload rather than just a random set of questions and problems.

2

Be clear on intentions, possible outcomes and timescales. What do you want to do, when do you want it done, and what would it look like?

3

Set follow-up sessions to keep you on track and focused on results.

Remember to be flexible, things might change over time. For example, your mentor might no longer be able to support you as your goals change.



TAKE AWAY

Peak performance is impossible in a toxic work environment – learn to recognise the signs and how to deal with them. Structure any mentoring you receive to be sure to get the best out of it.

Self-care

Good mental and physical health is crucial if you are to attain peak performance at work. Stress, on the other hand, is a saboteur – and you need to know how to spot and how to manage it.

In September 2018, a CBI study, *Front of Mind: Prioritising workplace health & wellbeing*, revealed that an estimated five million workers in Britain will suffer from a mental health issue. In the same month Prince William launched a project aimed at improving mental health at work – one of the most important issues facing businesses today.

Of course, for many of us, mental health has extremely negative connotations – stress, breakdowns,

anxiety and so on. But good mental health and wellbeing is crucial for anyone trying to achieve peak performance.

Remember performing at your best is the result of a good ‘package’. Astronauts and athletes don’t just float in space/run – they need to be in the top all-round physical and mental space. If you don’t look after your body and your mind – and nobody will look after them for you – you won’t be able to perform to the best of your ability.



WHILE WORK CAN PROVIDE
A GREAT SENSE OF FULFILMENT,
IT CAN, AT TIMES, BE A
SIGNIFICANT SOURCE OF STRESS
AND NEGATIVELY IMPACT OUR
MENTAL HEALTH.”

PRINCE WILLIAM, DUKE OF CAMBRIDGE ^{viii}

THE POWER OF STRESS

Stress plays an integral part in performance.

There are four main types of stress:

1

Eustress

Short term, positive and motivational, ie meeting a deadline, reaching a target or completing a task.

2

Acute or chronic distress

This is often triggered by an upsetting event and can lead to depression and anxiety. It includes PTSD.

3

Hyper-stress

When you are forced to perform above normal capacity, eg heavy workloads, tight deadlines. Emotional outbreaks are common expressions of hyper-stress.

4

Hypo-stress

The complete opposite of hyper-stress – boredom, inertia, feeling unchallenged or uninspired.

Eustress is good and helps you get your act together. But the rest can have long-term physical and psychological repercussions such as anxiety, depression or even worse.

Typical byproducts of stress can also include headaches or migraines, disturbed sleep and abnormal eating patterns, a stroke or even a heart attack.

When people are stressed they often resort to poor coping mechanisms, such as drinking too much, drug taking

or emotional spending.

Stress is a normal fight-or-flight mechanism – we naturally do what's necessary to take ourselves out of the situation. Imagine, for example, being chased by a tiger. We would focus on running, not on stopping to pick up a dropped bag or coat. Our contemporary stressors are not tigers but more complex, but we still focus on the quickest and simplest responses – and that usually means we firefight.

Imagine this scenario: you're at the scene of an accident and someone is lying quietly on the floor while someone else is screaming blue murder. When we're stressed we tend to metaphorically run towards the screaming victim, often leaving the unconscious, more seriously injured person unattended. Reducing stress means we're able to see the situation more clearly and make better decisions.



EXERCISE

Think back over recent days and times when you felt stressed. For each occasion think about which type of stress this may have been, how it affected your behaviour and any knock-on effects on your performance.

Situation 1

TYPE OF STRESS

BEHAVIOURAL CHANGES

IMPACT ON PERFORMANCE

Situation 2

TYPE OF STRESS

BEHAVIOURAL CHANGES

IMPACT ON PERFORMANCE

Situation 3

TYPE OF STRESS

BEHAVIOURAL CHANGES

IMPACT ON PERFORMANCE

HOW TO TAKE BETTER CARE OF YOURSELF

Again, when we're stressed we often focus our attention outwards. We multitask and firefight, and to cope with the negative effects of stress – exhaustion, reduced confidence, illness – we often self-medicate.

Alcohol, smoking, drug taking, unhealthy eating habits

and emotional spending are commonplace.

Over-training can also be a problem. Physical exercise is a great way to tackle the symptoms of stress, but overtraining can exhaust the body, leaving it depleted and unable to ward off illness.

Balance is the key.

Six simple ways to reduce stress



Exercise



Healthy diet



Reduce alcohol



Sleep well



Get support



Focus on wellbeing



EXERCISE

Ask yourself if you're stressed. Identify what type of stress you're feeling...

Eustress	<input type="checkbox"/>	Distress	<input type="checkbox"/>	Hyper	<input type="checkbox"/>	Hypo	<input type="checkbox"/>
----------	--------------------------	----------	--------------------------	-------	--------------------------	------	--------------------------

...and whether you need to take action? If so, note it down.

Can you work on the six ways to reduce stress? Which ones, and how?

STRESS REDUCERS	HOW
EXERCISE	
DIET	
ALCOHOL	
SLEEP	
SUPPORT	
WELLBEING	

Can you change your environment? If so, how?

If you're feeling good, remember:

Prevention is key

Keep working on reducing stress

Consider resilience training -
(see everywoman resources for
more info on this)

If you're feeling a bit stressed:

Assess the situation

What was the trigger?

Look at ways to reduce the symptoms

If you're feeling very stressed:

Take immediate action

Consider professional support

IMPORTANT

If you are struggling with chronic distress, which can lead to depression, anxiety etc, ask yourself whether you need to talk to a professional, eg your GP or a counsellor?



TAKE AWAY

To achieve peak performance you need to be firing on all cylinders – and not just physically. Poor mental health affects millions of workers and needs professional care. Stress can be more fleeting, but comes in various guises. Learn to recognise the different types of stress and consider ways of reducing its impact.

Your personal action plan



1

How would you rate your confidence at work? Think about areas where you have high or low confidence and what you can do maintain or improve them.

2

Make a list of factors that tend to interrupt your 'flow'. How can you help to minimise them?

3

Who are your allies at work? Think about those who help you reach peak performance and try to work with them more.

4

Do you have a mentor? If so, think of ways in which you can get the most from them. If not, look at whether you might benefit from one.

Your 4 questions

Answer the questions below for the workbook to be CPD certified.



Corporate Member

The CPD Certification Service

To apply for your CPD hours, points or units from this resource, click this link and answer the questions.



1 Which of the following can help to manage your work environment?

- | | |
|-----------------------------|--------------------------|
| Identifying decision makers | <input type="checkbox"/> |
| Having a strong team | <input type="checkbox"/> |
| A productivity app | <input type="checkbox"/> |
| Taking the lead at work | <input type="checkbox"/> |

2 What are the four types of stress?

- | | |
|--|--------------------------|
| Eustress, acute/chronic distress, personal stress, work stress | <input type="checkbox"/> |
| Hyper-stress, hypo-stress, family stress, work stress | <input type="checkbox"/> |
| Eustress, long-terms stress, family stress, work stres | <input type="checkbox"/> |
| Eustress, acute/chronic stress, hyper-stress, hypo-stress | <input type="checkbox"/> |

3 Which of the following is one of the six simple ways to reduce stress?

- | | |
|-------------------------|--------------------------|
| Confronting your team | <input type="checkbox"/> |
| Sleeping well | <input type="checkbox"/> |
| Eating sweet treats | <input type="checkbox"/> |
| Enjoying your free time | <input type="checkbox"/> |

4 What actions should you take if you're feeling a bit stressed?

- | | |
|---|--------------------------|
| Assess the situation and look at the trigger | <input type="checkbox"/> |
| Take time out | <input type="checkbox"/> |
| Take time out and relax | <input type="checkbox"/> |
| Assess the situation, look at the trigger and look at ways to reduce the symptoms | <input type="checkbox"/> |

everywoman Experts

everywoman creates resources on topics that matter most to our network members. We draw on member surveys and the latest thinking from the academic and business worlds, as well our own experiences as we navigate our careers. Each workbook offers practical advice, enabling tangible actions for your daily working lives.



MAXINE BENSON, MBE
& KAREN GILL, MBE

Co-founders of everywoman, Karen and Max have spoken to thousands of women about the challenges they face at work. Through their own experiences of starting a business, they uncovered a real need for a network where female entrepreneurs and businesswomen could interact and share experiences. The everywomanNetwork, which launched in 2013, serves as a truly global tool to enable members the world over to realise their ambitions through online membership.

EVERYWOMAN WORKBOOK TEAM

Sally Kettle, everywoman expert

Lysanne Currie, editor

Kate Farrow, head of partnerships

Denise McQuaid, commercial and strategy director

Any topics you'd like to see covered on the everywomanNetwork?

We'd love to hear from you: contact@everywoman.com

Further reading

everywoman resources

The neuroscience of resilience: Driving sustainable performance

<https://www.everywoman.com/my-development/learning-areas/articles/neuroscience-resilience-driving-sustainable-performance>

Strong foundations: Creating strong pillars of confidence

<https://www.everywoman.com/my-development/webinars/strong-foundations-creating-strong-pillars-confidence>

What could be possible if you overcame your limiting beliefs?

<https://www.everywoman.com/my-development/webinars/what-could-be-possible-if-you-overcame-your-limiting-beliefs>

Limiting beliefs: Unblocking the barriers

<https://www.everywoman.com/my-development/webinars/limiting-beliefs-unblocking-barriers>

Learning to become resilient

<https://www.everywoman.com/my-development/webinars/learning-become-resilient>

60 minutes to wellbeing

<https://www.everywoman.com/my-development/workbooks/60-minutes-wellbeing>

Resilience and agility in a changing world

<https://www.everywoman.com/my-development/workbooks/resilience-and-agility-changing-world>

Performance management

<https://www.everywoman.com/my-development/workbooks/performance-management>

External sources

“How to achieve peak performance in life and work”

<https://www.forbes.com/sites/davidkwilliams/2014/10/01/how-to-achieve-peak-performance-in-life-and-work/>

“Cultivate These 8 Habits to Achieve Peak Performance in Life and Business”

<https://www.entrepreneur.com/article/245133>

TED Talk: Engineering the Mind for Peak Performance, Omer Aziz

<https://www.youtube.com/watch?v=GAXjjeRTDSY>

TED Talk: The Ps of Peak Performance, Sarah Fenwick

<https://www.youtube.com/watch?v=3IT7nEBYCoM>

TED Talk: Serious About Performance, Dr Chris Shambrook

<https://www.youtube.com/watch?v=NwOrkG6cg-g>

TED Talk: The Brain-Changing Benefits of Exercise, Wendy Suzuki

https://www.ted.com/talks/wendy_suzuki_the_brain_changing_benefits_of_exercise

Books

Flow: The Psychology of Optimal Experience, Mihaly Csikszentmihalyi (Ebury)

An Astronaut's Guide to Life on Earth, Chris Hadfield (MacMillan)

Peak Performance, Brad Stulberg (Rodale Books)

Peak: How all of us can achieve extraordinary things, Anders Ericsson & Robert Pool (Vintage)

Peak Performance: Aligning the hearts and minds of your employees, Jon R Katzenbach (Harvard Business Review Press)

Endnotes

- i <https://moseleywilliams.com/the-antidote/>
- ii <https://people.com/style/emma-stone-confidence-is-the-key-to-beauty/>
- iii <https://theageofideas.com/mihaly-csikszentmihalyi/>
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- vii <https://www.iod.com/news/news/articles/9-things-we-learned-from-Open-House-2018>
- viii <http://royalcentral.co.uk/uk/cambridges/the-duke-of-cambridge-launches-new-workplace-mental-health-initiative-with-heads-together-97264>

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