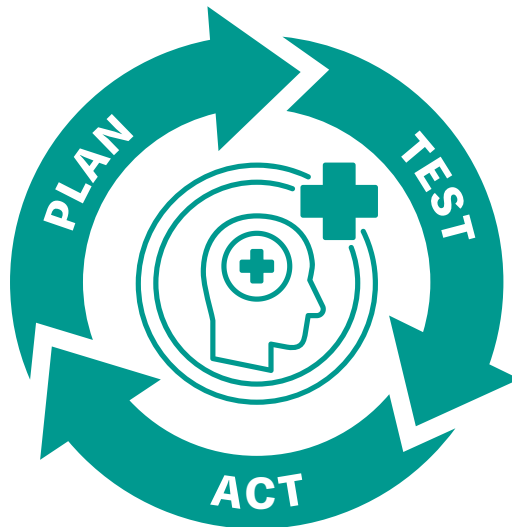




VITAL VOICES
GLOBAL PARTNERSHIP

MENTAL WELLBEING TOOLKIT FOR WOMEN LEADERS



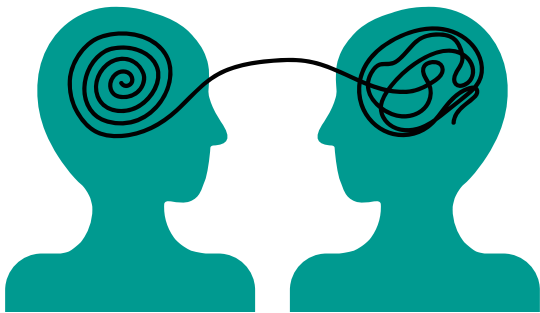
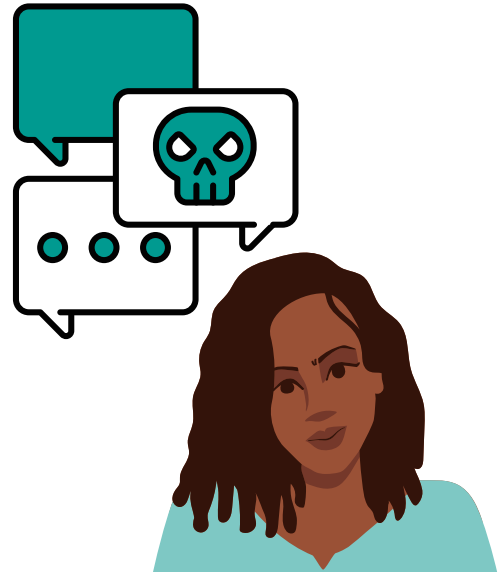


This Toolkit was created by Vital Voices Global Partnership in collaboration with the Mind Field.

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MENTAL WELLBEING

“In my line of work, safety concerns are a daily reality. Lately, online hate messages have intensified, heightening my fears of being targeted for kidnapping. The threat of flooding adds to the stress. It’s a constant struggle to maintain my mental well-being amidst these risks.”



“In anticipation of mental health challenges, I prioritize my well-being. I established coping strategies like exercise and mindfulness and built a support network. Recognizing early signs of distress, I sought professional guidance when needed, aiming to set an example for my team’s well-being.”

“Practicing self-awareness can put us in touch with our emotions, actions, and thoughts so we can look at them objectively and make the necessary adjustments to promote our wellbeing.”



TRAUMA AND VICARIOUS TRAUMA

“Trauma is something we may all experience at some point in our lives. In my work, trauma feels part of my everyday life. In order to stay healthy though, I focus on the resources I have to protect myself from further exposure to trauma.”



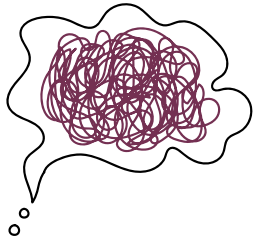
Use the template below to identify **risk factors** that currently put you at risk of trauma and the **resources** you have to protect yourself from trauma exposure.

What are three situational risk factors that currently put you at risk of trauma?	What are three resources you have to help protect yourself from being exposed to trauma?
Examples: no social bonds, stressful work environment, lack of coping mechanisms	Examples: seeking out support from peers, create boundaries at work, look after physical health
1	1
2	2
3	3



“When I recognize the signs of trauma causing risk factors, I can remind myself of the resources I have to protect me.”

VICARIOUS TRAUMA AND BURNOUT



“This year I realized I was experiencing symptoms of burnout - getting sick often, not being able to sleep and being irritable. I realized I wasn’t asking for help at work and was avoiding talking to my friends about it. Identifying it helped me get better and put in place the support I needed to sustain myself.”



BURNOUT

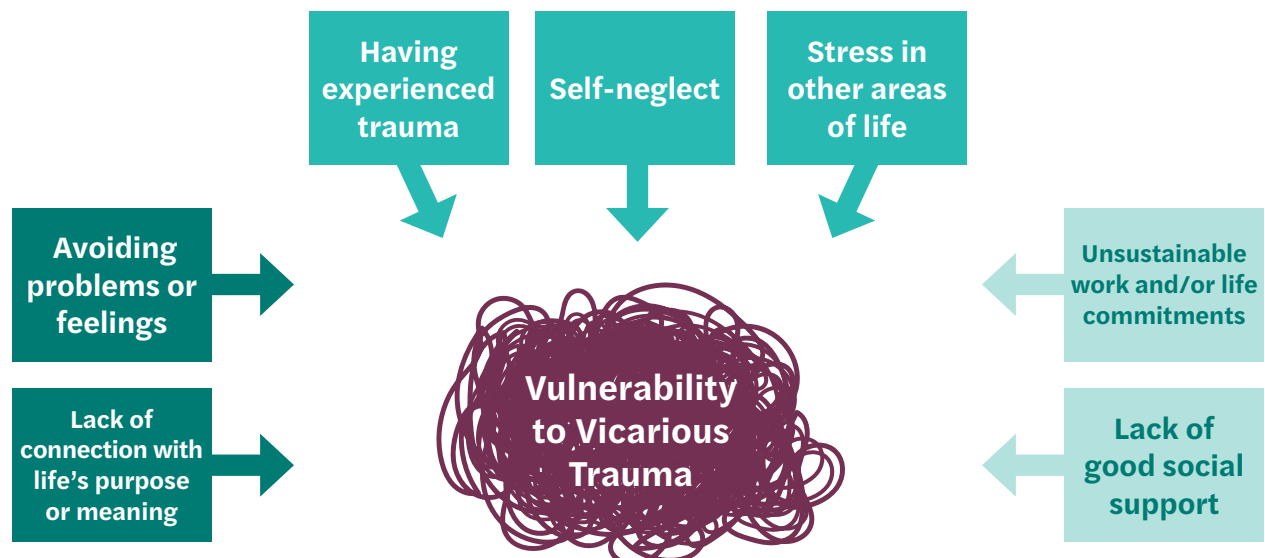
Is that feeling of exhaustion and lack of motivation we may experience at work. Often triggered by work-related stresses, this feeling is exacerbated by the work environment and our own vicarious trauma.



VICARIOUS TRAUMA

Is the collective effect (psychological, physical, and spiritual) of contact with people who have experienced trauma. The sense of commitment and responsibility to care for these individuals can result in a person feeling overwhelmed, burdened, and hopeless.

What makes someone vulnerable to vicarious trauma?







MAINTAINING SELF-CARE

“Self-care is the most powerful strategy to promote my own well-being. When I am stressed during work, I remind myself to take a break, go on a walk, and read a book. It always grounds me.”



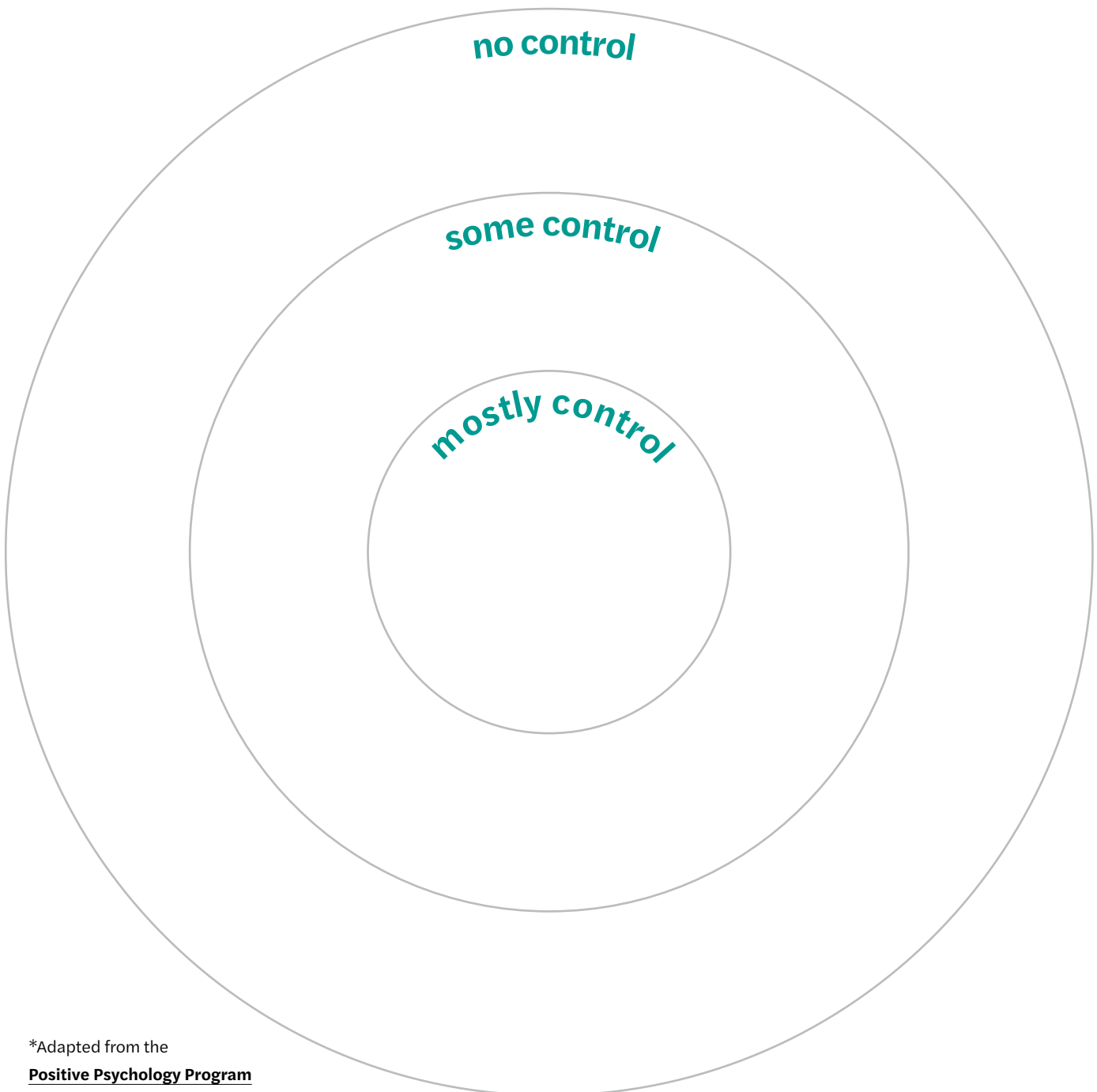
Thinking about the four components of self-care (**emotional, physical, intellectual, and spiritual**), what are some activities you do or can engage in to promote self-care within these components/dimensions?

COMPONENT	ACTIVITIES
Emotional 	
Physical 	
Intellectual 	
Spiritual 	

LOCUS OF CONTROL ACTIVITY

Think about what is causing you stress in your life.

- In the **outer ring**, write the things that you have zero (or very little) control over.
 - In the **middle ring**, write the things that you can influence, but not entirely control.
 - In the **inner ring**, write the things that you can mostly or entirely control.
-



*Adapted from the
Positive Psychology Program

LOCUS OF CONTROL ACTIVITY

Answer these questions to reflect on your three areas of control.

1. What was your experience with filling out the circles? What came up for you?

2. Do any of your circles have noticeably more or fewer items in them than the others?
Which were easiest to think of answers for?

3. Which circles do you tend to think about the most when you're feeling worried?

4. Look at your "Some control" and "Most control" items. Should any of them be broken down into smaller pieces that might go further out? It's important not to expect yourself to control things that aren't actually totally under your control.

5. How would it feel to take some concrete steps with your "Most control" items? Try breaking them down into smaller steps to help motivate yourself.

RESILIENCY AND EMOTIONAL PREPAREDNESS

“Resiliency is about working through life’s challenges using personal resources such as social supports, coping mechanisms, sagacity (inner wisdom, our foresight or ability to make good judgments), and finding solutions. I use this tool to map out the sources of resilience in my life so I can be mentally stronger.”



1. IDENTIFY A PAST CHALLENGE

Think about a time recently when you overcame a challenge or incident. Briefly describe this difficulty below.

2. IDENTIFY PAST SOURCES OF RESILIENCE

Provide examples here of what supports, strategies, sagacities, and solution-seeking behaviors you used to overcome the challenge above.

Supports that kept you upright:	Strategies that kept you moving:
Sagacity that gave you comfort and hope:	Solution-seeking behaviors you showed:

3. IDENTIFY A CURRENT CHALLENGE

Think about a current challenge or incident you are still overcoming. Briefly describe this difficulty below.

4. APPLY PAST SOURCES OF RESILIENCE TO A NEW CHALLENGE

Given the social supports, strategies, sagacity, and solution-seeking behaviors that helped you last time, let us look at how you could use the same or similar resources to help you bounce back from this current difficulty you are facing. Fill out the chart below now considering the past sources of resilience.

Supports that kept you upright:	Strategies that kept you moving:
Sagacity that gave you comfort and hope:	Solution-seeking behaviors you showed:

RESOURCES

Self-Care

[The Self-Care Wheel](#)

[Self-Care Assessment Worksheet](#)

[Top 5 Habit Tracker Apps](#)

Mindfulness and Meditation

[How to Manage Stress with Mindfulness and Meditation](#)

[4-7-8 Calm Breathing Exercise](#)

[Positive Energy Booster Meditation - Stress, Anxiety, and Negativity Release in About 5 Minutes](#)

[The 5-4-3-2-1 Method: A Grounding Exercise to Manage Anxiety Mindtools.](#)

[13 Ways Meditation Can Help You Relieve Stress](#)

Resilience

[Resiliency Self-Assessment](#)

[Resiliency Exercises](#)

[4 Core Components of Resilience](#)

Trauma

[What is trauma?](#)

[The Body Keeps The Score Summary](#)

Podcasts

[Self Care Podcasts](#)

[Mental Health Podcasts](#)