

REFLECTIVE PRACTICE FOR WORK AND LIFE

The technique of Reflective Practice is used by professionals in nursing, education, psychology, social work, and management (amongst others) as a way to learn how to be more effective in what we do. The technique can also be used in any work (or life) situation where you wish to change your behaviour. This is one of the many ways you can apply it.

At the end of your day, take five minutes to reflect...

1. What were the critical moments for you today?

(Use your feelings to guide you)

Strengths:

What worked?

When did you feel you were on the right track?

When did you have breakthroughs? Or find a way forward? Or realise some new information about yourself or the situation that changed how they you it?

When did things seem to flow?

Development areas:

What didn't seem to work?

What were the stuck points?

Where did your energy drop?

When did you feel you were going in circles?

When did you feel uncomfortable?

2. Choose one moment that you would like to understand more fully.

Describe this moment in detail.

What were you doing?

What were you saying?

What were you thinking?

What were you feeling?

3. What was your belief or assumption behind your thoughts and actions?

What was your intention in doing or saying this?

4. What have you learnt from this situation?

Were your intentions in line with what you actually said or did?

What needs to change for your thoughts, actions, beliefs/intentions to be in alignment?

5. How could you apply this new learning?

What could you do in future situations to test it?

What are you going to change?

Do you need to re-phrase what you say so that it more accurately (or compassionately) communicates your intention?

Does your belief serve you? Or does it need a re-think?

This is a guide. The most important part is to become aware of what's going on in your day (check your feelings, your energy) and then just write about what happened and how it feels, and what you can learn/apply from it...

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Reflective Practice is helpful on a number of levels.

1. It requires you to be **aware** in your work and life – which is the first step in acting intentionally.
2. Rather than just mulling it over in our heads, we can gain some **understanding** of the theories and rationales we sometimes use while going about our day on autopilot. It also gives us an opportunity to pull apart a situation, work out what lead to the outcomes and use that information to either replicate or not replicate.
3. Most importantly it helps us **change** our behaviours, thoughts or beliefs so that we can best serve our clients (and ultimately ourselves).

Whilst Reflective Practice can be used to gain greater understanding of your personal and professional strengths, it is at its **most powerful** in those situations where things didn't quite go as we planned or expected. It's in those moments we find that our beliefs or intentions may not be in sync with what we're actually doing.

Not only will it lead to greater awareness overall, but you will soon be able to be **reflective in action**. It gives you the capacity to act thoughtfully through times of uncertainty. You are able to self-monitor during critical moments and make decisions that keep your intentions, thoughts and behaviours in alignment.

This is a starter for you to begin using reflective practice in your own personal and professional development. You can find out more about how to apply Reflective Practice to you work and life by contacting

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OTHER REFLECTIVE PRACTICE WORKSHEETS ARE AVAILABLE AT
WWW.WORKLIFEDESIGN.COM.AU