



Motivation and Procrastination

Procrastinating, demotivated, uninspired?

Call it what you want, we all know the feeling of lacking energy or enthusiasm. If you want to make things happen, the ability to motivate yourself is a crucial skill. At work, home, and everywhere in between, people use motivation to get results.

Motivation requires a delicate balance of structure, incentives, and communication. However, these strategies are not silver bullets for getting motivated at work and in life – as there will be times when you simply can't get motivated to do something. For example, if there is too much happening in your life, you may be feeling confused and distracted. You may also notice that as your motivation decreases, procrastination creeps in. This is often a sign that it's time to take small steps and ask for help. Setting small, achievable goals can help you focus and increase motivation.

Here are some helpful tips:

- Identify someone who can support you. You will find more energy and inspiration for work with encouragement from another person.
- Write a quick list of the tasks or actions you need to complete.
- Highlight between one and three actions that can realistically be done today and add them, in order of priority, under a **Today** heading.
- Before starting the first action or activity, think of its purpose and benefits. This will help you reach your goal.
- Stop any negative thoughts that may creep in and come back to focusing on the work at hand. Getting it done and onto the next action is your priority.
- Reward yourself for completing a task – this could be as simple as ticking it off on your **Today** list, making yourself a cuppa or a snack, or getting out for some fresh air.
- If you are still having trouble getting work done, ask for help by talking to a colleague, your manager, or contacting Vitae (see contact details at the bottom of this page).

Here is a helpful link to apps that can help with goal setting and problem solving:

<https://www.healthnavigator.org.nz/apps/g/goal-setting-problem-solving-and-motivation-apps/>

Vitae

Community Wellbeing Workshops

May – July 2022

Vitae customers can register up to two staff for any of the following Wellbeing Workshops.

One hour session: \$50 per person

To register, email workshops@vitae.co.nz with staff name/s, email and cost centre.

To discuss a group workshop for up to 12 participants, please contact vivien.rodgers@vitae.co.nz

Please note: participants must have access to a device with a camera and microphone to join in the activities.

Schedule

COVID-19, Anxiety and Rebuilding Resilience

08/06/22 11:00am–12:00pm or 1:00pm–2:00pm

20/07/22 11:00am–12:00pm or 1:00pm–2:00pm

Managing Mental Wellbeing

18/05/22 11:00am–12:00pm or 1:00pm–2:00pm

22/06/22 11:00am–12:00pm or 1:00pm–2:00pm

27/07/22 11:00am–12:00pm or 1:00pm–2:00pm

Promoting Self Care

25/05/22 11:00am–12:00pm or 1:00pm–2:00pm

29/06/22 11:00am–12:00pm or 1:00pm–2:00pm

Building a Resilient Team

01/06/22 11:00am–12:00pm or 1:00pm–2:00pm

06/07/22 11:00am–12:00pm or 1:00pm–2:00pm