



Supporting Wellbeing During Transition Worksheet

for yourself and others

When should I use this worksheet?

Use this worksheet when you are about to enter or have recently entered a change, regardless of whether it's a change you're excited about or a change you don't want. This worksheet walks you through anticipating what might happen and figuring out how to make the change more "worth it" so that you are better able to stick with the change.

If you are a parent, supervisor, manager, or other leader, you can help others around you create space for thinking about transitions in their lives, as well.

Why create space to think about transitions?

- When we identify the source of our anxiety it becomes tangible and can be addressed. Sometimes, we may not even know exactly why we are anxious without intentional thought.
- We can figure out what's already working well for us so that we continue more of it moving forward.
- It can be hard to think about transitions without making time for it.

How can you lead other people and groups through using this worksheet?

1. Set aside 40 minutes for people to complete the *Supporting Wellbeing During Transition* worksheet, silently, on their own. It is difficult for people to carve out the time on their own. You can help by designating time.
 - a. Tell people that they will not be asked to submit the worksheets or share anything that they don't want to, so they should be honest with themselves.
 - b. If people do not have access to a printer, they can answer the questions from the worksheet on a separate sheet of paper.
 - c. People should reflect on the change/transition they are most worried about.
2. Debrief this with the person or group, so that people have a chance to feel heard and connect with others. Sample debrief questions:
 - a. How might this change/transition make things better for you? What do you no longer have to worry about?
 - b. What will be challenging about this transition?
 - c. How can you keep what is working well for you continuing as you move forward?
 - d. What would make this change/transition feel more sustainable for you?

Staff Wellbeing During Transition Worksheet

What is the change that is going to happen or has recently happened? (e.g., starting a new job)

PART 1: How has/will this transition increase or decrease your...?

Social connectedness

- People who count on me
- People I depend on
- Sense of belonging

Safety

- Physical safety
- Emotional safety
- Ability to be true to my core identities

Stability

- Routines/anchors
- Predictability
- Familiarity
- Buffer that keeps small problems from snowballing into big problems

Mastery

- Sense of accomplishment
- Control and choice
- Pride

Meaningful access to relevant resources

- Ability to meet needs without shame, danger, or difficulty
- Ability to decide what my basic needs are

Part 2: Look at your list in Part 1. What are the most significant increases or decreases (tradeoffs) for you? Which are unsustainable moving forward?

Part 3: Look at what you listed in Part 2. How can these tradeoffs be addressed? What can be added/removed? Is there something that can be changed about what or how something happens?

Part 4: What was working well for you before the change? List in the space provided. How can you keep this/these - in full or in part - moving forward?

Curious?

We hope our materials are useful to you. If you would like to reproduce them or use them for your own work, please be in touch with us first (we may have updates or insights to share!)