

Move with change: Remind yourself that change is part of development and is inevitable. Flexibility is important. Give yourself a positive pat on the back for making adjustments.

Adopt positive self-talk: Create and repeat your own personal mantra or statements of encouragement or optimism, such as "Go with the flow" or "I am taking it to another level". This helps sustain high spirits rather than replaying the negative thoughts in your mind.

Engage your support network: Identify a few acquaintances or friends to talk with who can lift your spirits when you're in the midst of personal or professional transitions.

Understand and define limitations: Let go, even if only temporarily, of those areas that are out of your control or influence. Take action, if appropriate, in those areas where you do have control or influence.

Reflect on past successful experiences: Think about times of change and transition that you have already experienced. Consider the attitudes, behaviours, and skills that you successfully used in moving with change and in adapting to new situations.

Be approachable: Expect that things will change and remain open-minded whatever the circumstances, even to those bosses or co-workers who frustrate you. Express empathy and be willing to listen. Many times we are not aware of what others are experiencing.

Pursue wellness: Maintain self-care strategies (e.g., diet, rest, exercise, relaxation and meditation). Set a schedule to include them as daily activities.

Seek clarification: Clear communication and information in times of uncertainty can aid in minimizing stress and anxiety levels.

Begin learning: Take advantage of opportunities to learn new skills required to adapt to changes, or for achieving personal or professional growth from the challenges that change brings.

Set goals: Establish short-term goals to minimize uncertainty and provide some level of accomplishment.

Be proactive in seeking support: Each individual has the capacity to cope and deal with situations effectively. If you find yourself having a difficult time managing stress (work related or personal) that may be affecting your well-being, connecting with a professional who can listen and offer additional coping strategies may be beneficial.

Thinking, feeling and acting positively is an active and ongoing process. Surround yourself with positive messages (e.g., framed positive signs or pictures in your office), engage everyone and compliment others. Practice some or all of these tips daily.