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LIKE MOST MORNINGS, LYNN heads to the gym after dropping her kids off at school. As she runs on the treadmill, she makes plans for the day. Last night her daughter said she had to bring snacks for her soccer team tomorrow. When will Lynn find time to get to the store? Her son told her on the way to school he wants to try out for the play. Her mind races as she worries about adding another after-school activity to their already packed schedule.

Lynn checks her email on the way to the car. Her 9:30 meeting has been pushed up to 9; she better hurry! As she drives to work, she frets about not having time to prepare the presentation she is giving in a couple of days. She feels her stress level rising while waiting at a traffic light; will she make it to the meeting in time? She just makes it, then spends the rest of the morning trying to work on her presentation, but with a constant flow of emails to respond to she makes little progress. She eats lunch at her desk so she can keep working. Her friend Ann sends an email asking if she wants to go out to dinner with a group of friends next week. Wouldn’t that be nice? But just thinking about all she’d have to do to make it work stresses Lynn out, so she sends a quick response to Ann, “Maybe next time.” The afternoon is spent tackling one problem
after another. Lynn has no energy and feels as though she is facing an endless series of meaningless tasks. She sneaks out early to run by the store for the soccer snacks before picking up the kids from their after-school program.

When she gets home, Lynn responds to emails as she makes dinner and talks to the kids about their day. Her husband, Jeff, rushes in as she is putting the food on the table. They start the dinner conversation arguing about who is going to get the snacks to the soccer field tomorrow. Then Jeff announces a business trip has just come up. Great! Lynn checks her email once more before going to bed; her boss has called a morning meeting to discuss a problem with one of her biggest accounts. Despite feeling utterly exhausted, she has trouble falling asleep because she is now worried about tomorrow’s meeting and juggling the family’s schedule.

Does any of this sound familiar? Women have made huge strides during the last several decades to achieve greater equality in education and in the workplace. But we certainly haven’t figured out how to have it all. In fact, striving to have it all is pushing more and more women to the breaking point.

In her book Overwhelmed: Work, Love, and Play When No One Has the Time, Brigid Schulte describes the intense time pressure that women are experiencing. Rising levels of role overload lead to a feeling of never having enough time to attend to a never-ending list of responsibilities. Constantly switching from one role to another “splinters the experience of time into thousands of little pieces,” which intensifies the feeling of overwhelm.¹

This may explain why women’s level of happiness has declined over the past 40 years, both relative to where they were and relative to men.² According to the American Psychological Association, 28 percent of women report having a great deal of stress versus 20 percent of men. Forty-nine percent of women versus 39 percent of men say their stress level has increased during the past five years.
Significantly more women than men report physical and emotional symptoms of stress such as headaches or upset stomachs. A 2014 survey by Care.com found that 80 percent of working mothers feel stressed about getting everything done.

As a working mother, I suffered from the stress of trying to do it all. I loved my job as a college professor and I loved being a mother, but I didn’t love the person I had become. I spent my days complaining to my colleagues. I yelled at my kids and then felt guilty. And I knew my husband was tired of listening to my constant stream of “poor me.” I wasn’t even able to enjoy spending time with family or friends over the weekend because I was so stressed about all I felt I should be doing. The generally happy, upbeat person I used to be was gone.

My frustration led me to start doing research on women’s careers. I quickly discovered that I wasn’t alone. The struggle to combine our role at work with our essential role at home is negatively affecting women’s well-being. We continue to face gender discrimination along with unrealistic expectations and a lack of support. Neither societal norms nor work models have kept up with our evolving roles. Thus began my search for solutions that could help us all live better lives.

I surveyed and interviewed hundreds of women to gain insight into the strategies they were using to manage it all. Further research led me to the work being done in positive psychology, which, as I explain further in chapter 2, is the science of what leads to thriving in individuals, workplaces, and communities. Topics studied include hope, optimism, love, resilience, strengths, flow, purpose, and meaning.

I began applying some of the concepts I was learning to my own life. As I became more mindful, I worried less. I started focusing on what was going well in my life instead of dwelling on problems. I used my values as a guide when deciding how to spend
my time. I looked for ways to make a positive impact on people around me. As a result, my well-being improved.

Well-being is a subjective sense of how our lives are going. Achieving well-being was a concern of philosophers as far back as Aristotle, yet interest in the topic has grown significantly in recent years. A great deal of research is currently being done on the factors that both influence and constitute well-being. Countries are starting to include measures of well-being as indicators of national progress and success. Cities like Santa Monica, California, are adopting strategies for improving the well-being of people in their communities as part of an effort to create meaningful social change.

In my quest to improve women’s lives, I have spent the last several years studying well-being. The multiple factors that influence our well-being can be categorized into two main dimensions: feeling good and doing good. The first dimension is how we feel on a day-to-day basis. People who experience more frequent positive emotions have higher well-being than those who feel good less often. The second dimension of well-being is how we evaluate our lives overall. People who sense their lives are worthwhile because they are pursuing meaningful goals and making a positive difference have higher well-being than those who don’t feel they are doing good.

The workplace is changing, and so are societal norms. Women’s lives will get better as a result. But change isn’t happening fast enough. Women want to be thriving now.

My goal in writing this book is to suggest some practical solutions for improving women’s well-being. Combining the results of my research on women’s careers with findings from positive psychology, I offer advice to women who are eager to experience greater well-being right now.

The book is divided into four parts. In part 1 (chapters 1 and 2), I lay out the factors that contribute to women’s struggles and
suggest avenues for improvement. I then present a two-dimensional model of well-being and provide a self-assessment exercise that can be completed to determine your current level of well-being. The results identify areas to focus on as you work to boost your well-being in order to thrive. Specific strategies are listed at the end of each chapter.

Part 2 (chapters 3 through 5) focuses on the first dimension of well-being: feeling good. I describe three strategies—being mindful, being grateful, and being hopeful—which can help you feel good by experiencing more frequent positive emotions. Part 3 (chapters 6 through 8) addresses the second dimension of well-being: doing good. Three ways to increase your sense that your life matters because you are doing good are to live your values, develop your strengths, and make a positive impact.

In part 4 (chapters 9 and 10), I explain that relationships are the most important factor for well-being because they contribute to both the feeling-good and the doing-good dimensions of well-being. I discuss the importance of connecting with others and offer suggestions for how you can strengthen your relationships. Four strategies for building high-quality connections are to engage in positive interactions, show appreciation, establish trust, and be generous.

Throughout the book, I present the most relevant positive psychology research, along with practical pieces of advice that you can start applying today to transform your life. I have included anecdotes from my own life, as well as stories from women I know and others I interviewed for my research. I am confident that within these pages you will find ideas to help you manage the turmoil and create a life of greater joy and meaning. My hope is that you find the book to be as enjoyable as it is useful.
Feeling Good

“Happiness is not something ready made. It comes from your own actions.”
—Dalai Lama

Feeling good matters for your well-being because happiness has many benefits, as discussed in chapter 2. People who experience frequent positive emotions are healthier, more sociable, more productive, more creative, and more resilient.

While your happiness is influenced in part by genetics, much of it is due to your intentional activities. Happiness is a function of your thoughts and actions, which means it is under your control. You can choose to think and act in ways that will increase your happiness. Over time you can rewire your brain to be more open and receptive to positive experiences.

In Part 2, I offer three strategies for feeling good. The first strategy, presented in chapter 3, is to be mindful by focusing your
attention on the present moment. In chapter 4, I discuss a second strategy for increasing positive emotions: being grateful. We experience gratitude when we notice and appreciate what is good in our lives and in the world around us. The third strategy for feeling good, covered in chapter 5, is to be hopeful about the future, to believe that things will be better and that you can make it so.
Be Mindful

“The present moment is filled with joy and happiness. If you are attentive you will see it.”
—Thich Nhat Hanh

I was at the base of the Durango Mountain Ski Resort in Colorado on December 31, 2009, when I got the call. It was my husband, who told me that our son, Alex, had fallen while snowboarding. He asked me to meet them at the Urgent Care Center. An X-ray revealed that Alex had broken his upper arm. Back in Phoenix, the doctor put a heavy cast on with the hopes that it would pull the bones back into place.

A week later Alex had a follow-up doctor’s appointment. Another X-ray showed the cast wasn’t realigning the bones, so Alex was admitted to Phoenix Children’s Hospital for surgery. My husband was in New York on a business trip, so I sat alone in the waiting room for what they told me would be a one-hour procedure after which Alex could go home.

The book I happened to have with me was Mark Thornton’s Meditation in a New York Minute: Super Calm for the Super Busy.
I had recently been reading about the benefits of mindfulness meditation and was curious to learn more. My natural tendency in the situation I was in would have been to be beside myself with worry. I would have been thinking nonstop about all of the things that could go wrong. But I didn’t. As I read the book, I tried out some of the exercises. I breathed deeply. I repeated calming words. I stayed in the moment, trying not to let my mind wander to what-ifs. I focused on connecting with the “ocean of calm” that I learned is within us all.

When a nurse came to tell me the surgery was more complicated than the doctor had anticipated, I took several more deep breaths and continued reading about strategies for staying calm. Three hours later, Alex was out of surgery. We spent the night in the hospital, where I finished the book. Alex was on the mend, and I had discovered a new way of being. My experience had given me an immediate appreciation for the impact that mindfulness could have on my life. I decided that I would make every effort from that day forward to live more mindfully.

The aim of mindfulness is to be completely focused on what you are doing, not thinking about the past or the future or other distractions. Jon Kabat-Zinn, one of the leaders of the mindfulness movement, defines mindfulness as “paying attention in a particular way: on purpose, in the present moment, and non-judgmentally.”

Learning to pay attention moment to moment without judging increases positive emotions.

Many of our negative emotions come from ruminating about the past or worrying about the future. Focusing on the present moment can help you to keep these negative thoughts at bay. What is happening right now is most likely neutral or mildly pleasant. If you start to think about things that didn’t work out well in your past, you might generate negative emotions such as regret, blame, anger, and guilt. These thoughts can ruin this otherwise pleasant moment.
Being mindful can keep you from useless worrying about the future as well. Many of the things we worry about never come true, and time spent worrying creates negative emotions. As columnist Mary Schmich so eloquently put it in an essay for the *Chicago Tribune*: “worrying is as effective as trying to solve an algebra equation by chewing bubble gum.”

As you go through your day, try to notice when you have checked out and are diving into your past or fretting about the future. Each time that happens gently bring your thoughts back to the present. Pay attention to what is going on here and now.

If you are ever around children, you have probably noticed that they spend much of their time focused on the present moment. Watch them as they play on the playground, build a Lego tower, practice tying their shoelaces, or savor a chocolate cupcake. If they do get upset about something, it is usually pretty easy to calm them down by drawing their attention to something else.

Our tendency to worry more as we grow older became very clear to me when our family moved across the country. We sold our house in Arizona, packed up all of our belongings, and sent them to our soon-to-be new home in Virginia. Then we left for what I thought would be a fun-filled summer visiting family and traveling with friends. Unfortunately, we weren’t able to enjoy our summer as much as I had hoped because we were all so anxious about our move. Would we love our new house as much as we loved our home in Arizona? Would the kids like their new schools? Would we find new friends who we enjoyed as much as our old ones?

Of course it is normal to be worried about the future when everything is so new and uncertain. But what’s interesting is that when we moved from Spain to the United States eight years before, our children showed absolutely no signs of anxiety, even though it was a much bigger move. It took three months for our belongings to cross the ocean, and we were moving to another country
with a different language and culture. But at five and seven years old the kids weren’t worried about the future. They spent the summer swimming, eating ice cream, and playing games without a care in the world. At that time they were still blessed with the gift children have of living in the present moment.

Sometimes it is helpful to think about the future. I’m a big planner, which requires thinking about the future and even considering things that might go wrong so that I can be prepared just in case. I feel much more comfortable knowing what’s going to happen. Planning things gives me a sense of control. Yes, I know, I can’t control everything and even when I have a perfect plan things don’t always go the way I expect.

But I still like to make plans. And so I spend a good bit of time thinking about the future. I plan a week’s worth of meals so I only have to go to the grocery store (which I hate!) once a week. I plan our vacations in advance so plane tickets are cheaper and there are more hotel options. I plan my presentations carefully so they go smoothly. Planning is important for my peace of mind. The more prepared I am, the less stressed I get.

The problem is that it is easy to cross the line and go from planning, which is productive, to worrying, which isn't. Thinking about problems you might encounter is good if it helps you prepare for handling them. I’m always careful to pack the things I know I will need in my carry-on in case my luggage gets lost. But stressing about what I will do if the flight I’m taking next week gets canceled is pretty useless. Nor is it productive to think about even worse things that could, but most likely won’t, happen to me or to a loved one.

When I catch myself thinking about something in the future I ask, “Is this helpful?” This lets me know whether I’ve crossed the line. If I can do something about it, then I’m planning. If I can’t do anything about it, then thinking about it isn’t useful. I’m worrying again. It’s time to bring my focus back to the present moment.
When I interview women about their careers, I always end by asking them what advice they would give to other women. Daniela Bryan, who is a professional certified coach in California, said this: “Stay in the present. Don’t worry about the future too much. I have so many clients who are in the mode of getting things done. They need to get xyz accomplished and in the process they forget that their kids are right in front of them growing up. It’s more important than what happens 10 years down the road. It should really be about enjoying and appreciating what is going on right now.”

Being mindful can make us feel good by helping to quiet the negative voice inside our head that is reliving the past or worrying about the future. But mindfulness is not about eliminating negative emotions. In fact, one advantage of staying focused on the present moment is that you are more likely to notice the emotions that you are experiencing in that moment. Emotions, both positive and negative, provide important information that can help us respond in adaptive ways.

Although negative emotions may be unpleasant, they can motivate us to engage in constructive behaviors. Psychologists Todd Kashdan, a colleague of mine at George Mason University, and Robert Biswas-Diener discuss the benefits of negative emotions in their book *The Upside of Your Dark Side: Why Being Your Whole Self — Not Just Your “Good” Self—Drives Success and Fulfillment.* They explain that self-doubt is useful when it inspires us to aim higher. Anxiety helps us to focus. Anger can fuel creativity and guilt can motivate us to do things better the next time.

Being more attuned to our feelings allows us to better manage them. Often our tendency when we experience a strong emotional stimulus is to react immediately without thinking. Being mindful enough to notice when our emotions have been triggered allows us to take a moment before we act to decide how we want to respond. Psychiatrist Viktor Frankl, who survived the Holocaust, wrote
about the importance of what he referred to as the space between stimulus and response. He said, “in that space lies our freedom and our power to choose our response. In our response lies our growth and our happiness.”

Have you ever regretted saying or doing something in an emotional situation? Fortunately, we can learn to stop doing this. Mindfulness helps us create distance between our emotions and ourselves. Emotions are what we feel, not who we are. We can acknowledge that a situation has caused us to feel a certain way, while realizing that we have the power to not react based on our initial feelings and instead choose a more positive way of responding to the situation.

When we are mindful we are not only more aware of our own emotions, but we are also better at recognizing other people’s emotions, too. When you pay close attention to what is happening at each moment, you are more likely to notice signs that reveal the emotions of people around you. Being in the moment makes you a better listener. Really listening to what people are saying and acknowledging how they feel are excellent ways to strengthen your relationships.

So what are you waiting for? Here are some tips to help you be more mindful:

**Slow Down**

On a cold Friday morning in January 2007, a man pulled out his violin in a Washington, D.C. Metro station and started playing Bach. He was there for about 45 minutes while people rushed past him, many on their way to work. One man slowed his pace a bit to listen before hurrying on his way. A woman dropped a dollar in the hat without stopping. Several children tried to stop to listen to the music, but each one of their parents urged them to continue walking.
Out of more than a thousand people who passed by while he was playing, only seven stopped to listen momentarily, and 27 gave money for a total of $32.17. Not a single person applauded. The man playing the violin in the Metro station that morning was Joshua Bell, one of the best musicians in the world. But people were in too much of a hurry to listen. How many things might we miss because we are too busy rushing from one place to another?

One of the first things you can do to start being more mindful is to slow down. As you go through your day, try not to rush. Make an effort to eat more slowly, to walk more slowly, to drive more slowly—doing everything just a bit slower can make a big difference. Start your day more slowly. When your alarm goes off in the morning, lie in bed for a minute and notice the sensations of your breath. Set an intention to be mindful throughout your day.

Find moments in your day to STOP:

S stands for Stop. Simply pause from what you are doing.

T stands for Take a breath. Notice your breath coming in and out of your nostrils. Feel your chest expand, then contract. Take another long, deep breath. Note the sense of calm that deep breathing can trigger.

O stands for Observe. Bring your awareness to your body. What sensations do you notice? Now pay attention to any emotions you may be experiencing. How do you feel at this moment?

P stands for Proceed. Continue on with whatever you were doing.

Business and constant distractions can make it challenging to remember to be mindful once you are off and running. It helps to find cues to remind you to bring your attention to the present moment. You could set an alarm to go off at certain times or schedule breaks on your calendar. Another option is to use transitions as cues. Each time you park your car take a moment to sit in stillness before getting out. As you wait for your computer
to boot up, take a moment to bring your attention to your breath. Before you pick up the phone to call someone, pause to notice how you are feeling. Practice mindfulness when you walk to meetings. Put away your phone and focus on your steps or smile at the people you pass. When you sit down to a meal take a minute to notice the colors, smells, and taste of the food. Using transitions as moments of mindfulness can significantly increase the amount of time we spend in the present moment.

**Don’t Multitask**

Increase your mindfulness by doing only one thing at a time. This allows you to give your complete attention to any activity in which you engage. You can practice present moment awareness at any time. The key is to focus all of your attention on what you are doing. How often do you check your smartphone? Is there a sound that notifies you each time you get a new text or email message? Every time you check your phone you are checking out of the present moment.

Technology is a huge distraction, making it really hard to be mindful. Writing this book helped me learn how important it was to close down my email completely so I could focus on writing without distractions. I used to be a big multitasker. I’d eat lunch while preparing a presentation, check email while talking on the phone, chop carrots while watching the news (luckily I still have all of my fingers!), and read the latest article on work-life conflict while standing in line at the grocery store.

On the rare occasion when I was only doing one thing, my mind was usually doing something else. I would plan my day while walking the dog or driving to work. I would think about what I should blog about, what phone calls I needed to make, or what to cook for dinner. Now I try to stay present in these moments. I’ve found that if I set aside a specific time in my day for planning, it
helps me to stay in the here and now at other times. I also practice mindfulness when I’m waiting for someone or am stuck in traffic. These are occasions that used to really frustrate me, but now I take a deep breath and try to appreciate a minute of calm. I feel grateful for a moment of being rather than doing.

Staying focused on one thing is easier when you keep distractions to a minimum. When a colleague drops by your office to tell you something, take a break from what you are doing, look up from your computer, and silence your phone so you can really listen to him or her. Attentive listening helps you stay focused on the present. It also increases the positive emotions of others because they appreciate that you are listening to them. The next time you are in a meeting, keep your phone out of sight so you won’t be tempted to check it.

The best way to avoid email distractions is to schedule specific times throughout the day to check your email. It might help to know that you will be much more efficient if you do just one thing at a time. Research on dual-task interference has found that your productivity can be reduced by as much as 40 percent when you switch between tasks. One study showed that constant emailing and text-messaging reduced people’s mental capability by an average of 10 IQ points. This effect is two to three times stronger than the effect of smoking marijuana. Checking your messages less often will increase your focus and reduce your stress throughout the day.

Want to see for yourself how much multitasking slows you down? Here is an experiment for you to try. It involves performing the following two tasks: 1) write the numbers 1 through 27 and 2) write this sentence, “Do only one thing at a time.” First, time yourself as you switch between tasks, write a 1, then the letter D, then a 2, then the letter o, etc. Now, time yourself performing the two tasks without switching: that is, write the numbers 1 through 27, then the
full sentence. It takes most people up to 50 percent less time when they perform the tasks one at a time. How about you?

Staying in the present moment when you are with your family or friends is also very important. When you are having a family dinner, turn off your phone and focus on the conversation. Go for a walk with your spouse, ask him about his day, and listen to what he says. Read a book to your children or play a game with them, without looking at your phone even once!

Many of us have to work from home. In fact, being able to work from home is exactly what many women need in order to make work work for them. If you do work from home, setting boundaries is very important. Make sure to find time to disconnect so that you can be present with your loved ones. Being mindful requires putting your work away and unplugging from your devices so that you can spend quality time with the people around you.

**Connect With Nature**

Spending time outside helps you to be mindful. There is so much in the natural world to engage you that it can fully occupy your attention, making it easier to keep your thoughts focused on the here and now.

I certainly notice this when I’m at the beach. I become so enthralled by the ocean that my mind doesn’t wander to other things. Spending hours sitting at the water’s edge listening to the waves roll in and watching the sand slowly bury my feet, I gaze at the pelicans as they fly so close to the water in perfect formation; I smile, listening to the laughter of my kids as they jump over the waves. I look for shells—sand dollars and sharks teeth are my favorite finds—and am completely focused as I walk on the beach with my head bent, searching for a treasure from the sea. When I’m at the beach, there is always another wave or bird or shell to hold my attention. I am immersed in the here and now.
You can benefit from the mindfulness that nature brings by spending time outside wherever you happen to be. Studies show that spending 20 to 30 minutes out of doors in nice weather boosts positive emotions.\textsuperscript{10} On pleasant days, take your work outside. Sit on a bench to read the latest financial report or have a walking meeting to hear the update from your direct report. Eat lunch outside. Start that herb garden you’ve been thinking about. Take up golf. Explore the hiking trails near your home. Buy a hammock. Anything you can do to connect with nature will help you practice mindfulness.

**Pause**

When your manager stops by your office to tell you he’s asked your colleague to head up the new project you had asked to lead, before telling him what you think, take a mindful pause. This will allow you to choose a thoughtful response rather than reacting blindly. Try counting to 10 or taking several deep breaths; anything that creates a space between the stimulus and your response will do. Now bring attention to the emotion you are experiencing. Reflect on where the emotion is coming from and try to reframe the situation. Often the emotion comes from your own history; perhaps something in your past has made you especially sensitive to what just happened.

Try to see the other person’s point of view to better understand his perspective. Look for something positive. Ask yourself what you might learn from the situation or how it might help you grow or strengthen your relationship. Finally, consider ways you might respond to the situation that would have a positive outcome. Practice letting emotions move through you, like clouds moving across the sky. Acknowledge the emotion and then choose how you will respond.\textsuperscript{11}
Meditate

Meditation is a more formal practice that helps you to cultivate mindfulness by training you to focus your attention. In addition to helping you to be more mindful, meditation has many other benefits—decreased stress, anxiety, and insomnia, as well as a lower likelihood of developing certain health problems such as heart disease and type 2 diabetes. It increases your self-awareness and your empathy and improves your memory.

Many people think they don’t have the time or ability to meditate. But if you can breathe, you can meditate. Just a few minutes a day can make a difference. Start by setting an intention to meditate. Sit in a quiet place and focus on your breath. Notice the sensations in your body as you breathe in and out. Feel the cool air as you inhale and your chest rises and your belly expands, then, as you exhale, notice how your chest falls and warm air exits your nostrils. Scan your body from head to toe, checking for places where you might be tense and relaxing them.

If thoughts come to mind, acknowledge them and then return your attention to your breath. See how long you can stay focused. I can assure you your mind will wander. If you are breathing, you will have thoughts. The key is not to get frustrated or discouraged when you become distracted. You can’t stop thinking, but you can return your attention to the present moment, refocus on your breath, and begin again and again and again.

The more you train your brain to focus attention on the present moment, the easier it gets. Some suggestions for trying to stop your mind from wandering are to count your breaths or scan your body as you focus on relaxing different body parts or repeat an affirmation such as “I’m at peace” or “All is well.”

It helps to not start with an unreasonable goal. Begin by meditating for just a few minutes at a time. Each time you meditate you
get a little better at it. It’s a lot like going to the gym. The more you exercise your attention muscle, the stronger it will become over time. Commit to meditating every day, even if some days you only have two minutes. As it gets easier with practice, you can build up to more time. You will find that meditating makes you feel so good that you will make a point to find the time for it.

Of the many different strategies for increasing positive emotions, learning to be more mindful has probably had the biggest impact on my life. I have an achievement-driven, impatient personality—rushing around trying to do five things at once while thinking about what to do next—but I am getting much better at making intentional efforts to slow down and enjoy the present moment.

Being mindful can be very difficult in the always-on world we live in. We are so busy, overscheduled, and overcommitted that we just don’t have time to slow down, to be present. And if we do, we worry that we might lose our edge or that others will think we aren’t committed to success. But the truth is, doing fewer things at once makes us all more effective. Slowing down can increase our energy so we can do more. Being mindful gives us clarity to make better decisions. And focusing our attention on what we are doing at this very moment doesn’t take a minute more of our time.

If you still aren’t convinced of the value of being mindful, consider what Mark Muesse, one of my college professors, is fond of saying, “Life is a series of present moments. If you fail to show up for these moments, you’ve missed your life.”

What You Can Do:

- Slow down by finding cues that will remind you to STOP throughout the day.

- Minimize distractions so that you can focus on doing one thing at a time.
• Spend time outside.

• **Pause** when you are emotionally triggered to choose a constructive way of responding.

• **Meditate** in order to build your attention muscle.