

Metro North Health CULTURE & ENGAGEMENT



Self-reflection activity

Time: Flexible.

Materials needed: None.

Participants: Yourself.

Values in Action: Integrity, Compassion, High Performance.

Outcomes: Increased self-awareness, better decision-making, stronger emotional intelligence, greater resilience, and improved relationships.

Purpose

This activity nurtures *Integrity* by encouraging honest self-assessment, builds *Compassion* through kindness toward oneself, and supports *High Performance* through focused personal development.

Reflection allows you to learn from both challenges and successes. By intentionally pausing to examine your thoughts, actions, and emotions, you can unlock deeper self-understanding and continuous growth.

How to run the activity

Step 1: Prepare for reflection

- Find a quiet, comfortable space where you won't be interrupted.
- Clear away distractions like emails or phone notifications.
- Remind yourself: reflection doesn't need to be perfect—just present.
- If needed, set a timer (e.g., 15–30 minutes) to create a focused window.

Tip: Writing down your responses helps process your thoughts more deeply.

Step 2: Check in with yourself

Start with gentle awareness. Ask yourself:

- How am I feeling right now—physically, mentally, emotionally?
- What's currently on my mind or weighing on me?
- How did I feel throughout today?

Then, choose a moment or experience to reflect on. Examples:

- A challenging conversation.

- A recent success or setback.
- A project milestone.
- A team dynamic you've been thinking about.

Step 3: Dive into reflection

Use the following reflection prompts to guide your thinking. Feel free to write or simply think through them:

1. **What happened?**

Describe the situation or experience clearly and objectively.

2. **How did I feel, and how did I react?**

Be honest. Recognise both emotions and behaviours.

3. **What went well?**

Celebrate what you did right or handled effectively.

4. **What could have gone better?**

Explore any gaps, mistakes, or missed opportunities—with compassion, not judgment.

5. **What have I learned?**

Identify key takeaways about yourself, others, or the situation.

6. **What will I do differently next time?**

Translate insight into growth by outlining a small action or mindset shift.

Step 4: Set an action, goal, or intention

End your reflection with a simple action step, goal, or intention.

- What specific thing can I do to apply this learning?
- What support might I need?
- When will I start?

Optional: Share your goal with a trusted colleague or mentor to stay accountable.

Key Takeaways

- Reflection is not a luxury, it's a leadership habit.
- Honest self-reflection leads to clarity, confidence, and conscious improvement.
- Even 10 minutes of thoughtful reflection can shift your perspective and increase resilience.
- Small insights, acted upon consistently, lead to big changes.

Optional extras

- **Try a weekly reflection habit:** Book 15–30 minutes into your calendar on Fridays.
- **Use voice notes:** Prefer talking over writing? Record your reflections aloud.
- **Pair it with a values check-in:** Ask, Did I live my values this week? What would I change?