



Mindfulness *in a Multi-tasking Workplace*

How to be less distracted and more productive

Multi-tasking is risky business for organizations that value efficiency, accuracy and employee engagement. Even though we know that multi-tasking is an unproductive use of our time, we still give into the habit of trying to do more than one thing at a time. Workplace expectations have not quite caught up with current research that shows that multitasking simply doesn't work. In this candid and practical session, participants learn simple strategies they can begin using immediately to be more focused and less stressed in the workplace.

The reality of the 21st century workplace is often a high stress environment with multiple priorities and distractions vying for attention. There are too many tasks to juggle and they all seem urgent. People feel like they don't have a moment to breathe as they try to manage an endless to-do list and demands on their time. In order to keep up, the default response is to resort to multi-tasking. The good news is that single focused attention is a trainable resource which can be enhanced by managing distractions and expectations. By learning a simple 3P system, people can be more productive at work and home.

Key concepts in this workshop:

- the cost of busyness and distraction in the 21st century
- why multi-tasking increases inefficiency
- how and why mindfulness strategies work
- simple ways to cultivate mindful productivity

Available as a 60 or 90 minute session, or as a half or full day workshop





Laurel Vespi

*Motivational Speaker, Award-Winning Author,
Certified Life Coach*

Mindfulness, productivity and life engagement expert Laurel Vespi is an engaging and powerful motivational speaker with a humorous and down-to-earth style. She shares simple and practical strategies, so people can reduce stress, improve workplace productivity and create moments of calm in the midst of a hectic and distracted world. Laurel helps people close the gap between good intentions and achieving meaningful goals.

Laurel has more than thirty years of experience as an educator, consultant and group facilitator. Laurel has a Master of Education degree, is a Certified Professional Coactive Coach (CPCC), and is credentialed as a Professional Certified Coach (PCC) from the International Coach Federation. Laurel has more than twenty years of experience in mindfulness practice, has completed training with Mindful Schools and is a Certified Lifestyle Meditation Teacher.

Laurel has been featured on several television and radio programs including Global, City TV, CTV, Alberta Prime Time, CBC Radio, EZ Rock, CHED and a variety of print media including newspapers, Readers Digest, Homemakers Magazine and Be Fabulous Magazine.

Laurel is the author of two award winning books **Spontaneous Combustion: Setting Your Life on Fire** and **To Be Awake**. Laurel is also the host of the popular podcast **The Being & The Doing**.



To learn about coaching, read Laurel's blog, listen to her podcast, or book her to speak visit laurelvespi.com

