**Affirmations**

1. Write a personalised list of your key strengths and qualities. Aim to write a minimum of 50 statements in short sentences. This can sound really hard at first. You could choose to write 10 at a time. Write sentences with these stems:

I can…

I am able to…

I am good at….

I am proud of…

I am ….

All statements need to be positive. Include activities that you are good at, personal skills that you have.

1. If you get stuck, use the list provided here, for inspiration for your own list. This was from a real client called Dominique. An electronic version of this exercise is available via web resources so that you can adapt them easily to suit your own work context.
2. When you have your list, try to display them somewhere close to your work environment or put them on your phone or ipad.
3. Use this list to choose the qualities that will help you in a specific interaction (e.g. when you are about to go into a meeting with other colleagues or customers). Ahead of a specific interaction, pick out 3 affirmations ahead of time that will help you to be confident in a specific interaction and think through the evidence you would have for those affirmations being true in the specific situation you are about to enter.

For example, just ahead of a meeting with her boss, Amanda who we met earlier chose the affirmations of:

* ‘I have good technical knowledge’
* ‘I am good at explaining complex aspects of the problem’
* ‘I am good at building rapport in a tense situation’.

**Her evidence** for these were:

* ‘I interject my technical knowledge into the dialogue’,
* ‘I draw some simple diagrams to explain the complex process we are designing’, and
* ‘I am able to describe a few facts at the end of the meeting about how my bosses thinking changed through the skills I showed in the meeting.’

**Example Affirmations**

I can…

I am able to…

I am good at….

I am proud of…

I am ….

1. I am able to understand people very well
2. I am a good listener
3. I treat people as they need to be treated (Platinum Rule)
4. I love my family, they come first
5. I respect my managers
6. I have self-confidence that I can do more
7. I love music, it changes my mode
8. I exercise daily
9. I believe that if you do the right things, you will have the right results (not luck)
10. I believe in a higher power
11. I am happy to help others
12. I share my knowledge with colleagues and friends
13. I am accountable
14. I am results-oriented
15. I am driven by results
16. I am consistent
17. I am caring
18. I am well-organised
19. I can read the emotion in a room
20. I am open-minded
21. I am an active learner
22. I can see future needs and take action on them
23. I am a team player
24. I only have one mask / I am the same at work and home
25. I am able to be outwardly calm in a difficult situation
26. I am a positive role model for my team
27. I can coach my team to develop themselves in their roles
28. I am a good leader
29. I value honesty in myself and others
30. I speak the truth
31. I am self-disciplined
32. I set high standards and expectations for myself
33. I am loyal
34. I am energetic
35. I can control my emotions (when it serves me)
36. I am detail-oriented
37. I am learning how to communicate even more effectively
38. I value close, deep relationships
39. I am good at strategy
40. I am flexible
41. I am focused
42. I can distinguish urgent from important.
43. I am a good planner
44. I can form healthy relationships with people
45. I am able to see where a conversation is going
46. I am able to act when I see the answer
47. I am tactful
48. I am diligent about responsibilities
49. I make trade-offs between priorities
50. I lead through doing what is right based on underpinning values
51. I can explain complex issues simply
52. I can coach others
53. I am self-disciplined
54. I build followership
55. I am a role model leader for others
56. I give people the benefit of the doubt
57. I can make peace
58. I am calm in a crisis
59. I am determined
60. I understand the mechanics of business
61. I am an effective team member
62. I am emotionally strong
63. I am smart
64. I present well
65. I communicate effectively both verbally and in writing
66. I am considerate
67. I look for solutions, not problems
68. I consciously try to do the best I can
69. I am good at multi-tasking
70. I enjoy time with others
71. I can see the funny side of serious issues
72. I am modestly proud of my achievements in my work/career
73. I am responsible
74. I am good at strategy
75. I am able to build foundations for a sustained business
76. I am clear about my (short and long term) priorities in life and work
77. I can laugh loud (when I want to)
78. I am reasonably humbl
79. I am straightforward
80. I am compassionate
81. I care what happens to people
82. I am resilient
83. I am good at leading a transformation
84. I help teams make decisions quickly