12 Small Ways to Pause

WillowRoots
LEADERSHIP CONSULTING AND COACHING

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- **Take a true 10-minute pause.** Step away from screens, drop your shoulders, and breathe.
- **Drink a cold glass of water.** A quick way to clear sluggish energy.
- **Set one clear boundary.** Say "no" to a request that drains your bandwidth. Say "yes" to your own rest.
- **Step outside for fresh air.** Even 2 minutes outdoor air can reset a crowded mind.
- **Get moving gently.** Stretch your neck, roll your shoulders, or go for a short walk.
- **Unplug early.** Put your phone in another room or turn off notifications an hour before bed.

I'm Tanya Poppleton.

After thirty years of leading through high-stress environments, I became a leadership coach and built WillowRoots to help leaders stop forgetting themselves.

Leading isn't a checklist, and taking care of yourself shouldn't feel like another chore. Find what works for you. Do it on purpose. And when it's time, stop, step away, even if the page isn't finished.

You own your time.

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WELLNESS

- Eat **a nourishing meal.** Enjoy food without rushing or checking email.
- **Clear your physical space.** Tidy up just one small surface, to create immediate visual calm.
- **Do something purely for fun.** Doodle, colour, listen to a favourite song, or read.
- **Vent or journal.** Write for 1 minute nonstop.
- **Prioritize sleep.** Go to bed 30 minutes earlier.
- **Practice quiet self-compassion.** Speak to yourself with the same patience and kindness you offer to a good friend.

Keep this card, or pass it to someone who needs it.