

sportwales  
chwaraeoncymsu



# TIME TOGETHER

Research shows nearly half of Britons, are finding the latest lockdown harder than the first (see research by [You Gov](#)), so it is understandable that we might drift into passive attendance on another Teams call or roll through jam packed days of back to back sessions.

With many organisations set to continue with remote working for the foreseeable and with others considering a blend of 'office' and virtual working, it is important that we prepare for the long haul of virtual working; **3 simple steps to prepare for the continuation of virtual working.**

**How can we take our experience of working virtually over the last 12 months and translate that into maximising our time together virtually?**

- What if we take control back and use the change of season as an opportunity to spring clean unhelpful habits?
- What if we set an intention to energise ourselves and enable those around us to get the best out of virtual working?



# **IDEAS TO BRING YOUR ENERGY BACK ONLINE.**

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## **CLEAR SOME SPACE**

Take time to De-clutter your thoughts, creating the opportunity for clarity. Leave multi-tasking behind and move forward with focus.

- [I'm leaving multitasking in 2020](#)
- [3 ways to spring clean your mind and create better habits](#)

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## **UNPLUG!**

Tune in to Springs chorus on your next run or walk, allow your brain time to download and recover.

- [Walk into a mindful moment](#)
- [Perform at your best: stop, breathe and step outside](#)

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## **TAKE TIME TO SET AN INTENTION**

Give yourself space to consider how you want to feel and be; taking control of your energy.

- [How to empower yourself by shifting your attention and intention](#)
- [Understanding the psychology of goals will help you follow through on intentions](#)

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## **UNWIND AND REWIRE**

Practicing gratitude and reflecting on your day will reveal moments in each day where you have lived your intention.

- [The science of gratitude](#)
- [Banish stress stop ruminating](#)
- [How self-reflection gives you a happier and more successful life](#)

# LEARN TOGETHER: THE ART OF CONTRACTING!

***We've all been in that one meeting - we're not sure exactly why we're there, what the purpose of the meeting is, or who's supposed to be leading it. We come out at the end, more confused than before, pondering why on earth we've just spent two hours of our time, getting absolutely nothing achieved, and feeling it's been a complete waste of time!***

In an already time-precious world, this type of experience can be quite common. How we spend our time, and how effective we are at using our time together, has become an even more important factor of daily life. So how do we make best use of our time together?

Let's introduce the art of contracting – not contracting in its traditional sense, but an agreement for how a group can make the most effective use of their 'virtual' time together, in an environment that feels stimulating, energised, valuable, and efficient.

## **A few things to consider before virtual meetings:**

- Has the agenda/purpose been circulated with plenty of notice, and the meeting link included?
- What are the expectations of those attending, has this been communicated?
- Who's chairing, taking notes and recording/communicating actions?
- Are there long-term intentions for the group?
- Are people expected to contribute, is it an interactive session?
- Is any preparation required beforehand?

## **During the meeting:**

- Allow time for informal 'catch ups' at the start – actually build this into the agenda
- Limit presentation time
- Encourage everyone to participate - going 'round the room' if necessary (it can be easier for introverted people to hide in a virtual space)
- Be mindful of those who may dominate conversations – what are your tactics for managing this?
- Encourage use of the 'hand up' function
- Ensure use of the 'mute' function

## **If you've been struggling to get buy-in or engagement from some colleagues, these questions might help:**

- What things would make this group/workshop work well for attendees?
- What will make this a safe and respectful place for us to work in?
- What would make this group a good space for learning?

Courtesy of: [www.seedsforchange.org](http://www.seedsforchange.org)

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## **RECOMMENDED READS/WATCH:**

**7 ways to make virtual meetings more interactive**

**How to improve virtual meetings and engage the whole team**

**How to collaborate effectively if your team is remote**

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## **LONGER READ:**

**Enjoy Time, Stop Rushing, get more done: Catherine Blythe**

# GUEST INTERVIEWS



Ali Oliver has been the Youth Sport Trust's Chief Executive Officer since 2015 and has worked at the charity for over 15 of its 25 years.

Ali is a Trustee of the charities Chance to Shine, the Healthy Learning Trust and Change the Score and a board member of the Sport for Development Coalition.

## **ALI'S RECOMMENDED READ**

Right now...after all we have been through, I would have to recommend 'Go Wild' by Dr. John Ratey.



**PLAY**

## **PODCAST**

Join Louise, Chris and Claire as they discuss what we can do to generate energy in a virtual world and the importance of self-care to ensure we are not zoomed out!



**CLICK TO LISTEN**

# NEW!

Each month we will feature a reflection from someone within the welsh sports sector on the topic of mental health and wellbeing.

First guest is: **Paul Sullivan, Youth, Sport and Active Travel Manager for MonLife.**



***The last 12 months has provided so many challenges for us all, both personally and professionally, with home life and work being more blurred than ever before. The juggle of home schooling, work commitments and lockdowns have been a real challenge and for me has highlighted more than ever the synergy between physical and mental health. As a parent of four I have seen first-hand the challenges Covid has brought to children and young people; a lack of 'normal' routine, reduction of face to face contact with friends and notably closure of community sport has had a really big impact on so many. Our volunteer workforce is the lifeblood of community sport and this period has emphasised the essential role individuals continue to play to enhance wellbeing right across Wales. Targeted training recently provided to community clubs in Mental Health Awareness for coaches has been important as we build our Covid response.***

As a team we have continued to engage with children and young people through a variety of platforms providing opportunities for participation in leadership, training and physical activity. We have developed a digital support link for young people to reach out and be supported by one of our Sport Development Officers or Youth Workers, based on an individual centred approach. In Monmouthshire we have an Early Help Panel (EHP) which started in 2018 as a pilot to merge together health and local authority services in one place, EHP strives to offer families and young people a single point of access for their

emotional health and wellbeing needs, and aspires to offer the right service, first time. Since 2019, our colleagues within specialist CAMHS have also joined us to create an approach that doesn't feel overwhelming for families and strives to meet their needs at the first point of referral on a weekly basis. During Covid the panel has seen a significant increase in weekly referrals linked to mental health, currently averaging around 50 children & young people each week. Our position on the panel provides key tier one preventative services to reduce the pressure on specialist health provision.

Despite the current positives with digital engagement, I feel as a sector we need to consider the next steps and how we develop the 'new normal' post Covid. Our children and young people are going through a period where digital is more prominent than ever before both through school work and in their social time – the balance between taking time to process your day, thoughts and feelings has never been more important for our mental health. Our Youth and Community Team approach with Youth Service and Sport Development puts the young person right at the centre of our approach in Monmouthshire with a flexible, confident and competent workforce able to support. Agile working has been in place for a number of years in Monmouthshire and has put us in a strong position to positively respond to Covid whilst providing key services, I am proud of the way our services across MonLife have continued to develop over the past 12 months.

The challenge for us now is to develop the future, whatever that may look like, where the importance of physical health and links to mental health is fully recognised, developed and enhanced. It's ok not to be ok, our challenge is to provide future generations with the tools, resources and resilience to cope in our ever changing environments.'

**If you'd like to connect with Paul you can reach him on**

[PaulSullivan@monmouthshire.gov.uk](mailto:PaulSullivan@monmouthshire.gov.uk)

**To find out more about the Early Help Panel please contact**  
[emilylavender@monmouthshire.gov.uk](mailto:emilylavender@monmouthshire.gov.uk)

**“OUR VOLUNTEER WORKFORCE IS THE LIFEBLOOD OF COMMUNITY SPORT AND THIS PERIOD HAS EMPHASISED THE ESSENTIAL ROLE INDIVIDUALS CONTINUE TO PLAY TO ENHANCE WELLBEING RIGHT ACROSS WALES.”**

—  
Paul Sullivan

### **CATCH UP HERE!**

If you are new to Take Time or would like to re-visit an earlier edition of the resource, follow these links to discover other CEO interviews and lots more too:

**TAKE TIME TO RE-CHARGE**

**TAKE TIME TO REFLECT**

**TAKE TIME TO RECOVER**

**TAKE TIME TO TALK**

# NEWS

***We are delighted to offer an opportunity for all of our partners to have access to an enhanced Mental Health Awareness for Sport and Physical Activity course developed by Mind, 1st4Sport & UK Coaching.***

This course gives learners the confidence to be able to support people experiencing mental health problems and help them to thrive inside and outside of their sessions. It increases knowledge, skills and confidence to better understand and support people living with mental health problems and create a positive environment that ensures they enjoy the benefits of being active and keep coming back for more.

Initially we are offering each partner organisation three course codes. Once we have assessed demand there may be an opportunity to access more, so please let us know if you would like additional. To gain access to your course codes please e-mail Hayley Soper: [hayley.soper@sport.wales](mailto:hayley.soper@sport.wales) with the following information for the individuals who would be using them:

Name / Position / Organisation / E-mail  
To find out detail about the course content [click here](#). If you have any questions please get in touch with

[lauren.carter-davies@sport.wales](mailto:lauren.carter-davies@sport.wales) or  
[claire.ewing@sport.wales](mailto:claire.ewing@sport.wales)



# INTERESTING LINKS\*



## BLOGS AND ARTICLES:

**High Performance Survival by Chris Shambrook**  
It's time to re-define success

**Louis Richards, Head of Performance at Welsh Triathlon, shares his thoughts on Physical activity and mental health.**

**Creating Connections in an increasingly virtual world by London Speech Workshop:**  
For one thing, humans are social beings and interaction with other people impacts heavily on our wellbeing. But we also work better when we're operating in sync with others, when we're connected in the pursuit of a shared goal. We can encourage and motivate each other, help each other avoid mistakes.

**R.I.P A.O.B by Andy Brogan:**  
Under the constant barrage of pressure to do stuff and deliver results though, it can be hard to remember this. When our days are characterised by back-to-back meetings, hurried appointments and must-hit targets, there can be little time left for caring and connecting.

**Damion Wonfor**  
Last month Time to Change Wales encouraged us to ask the important question 'How are you?' and prepare to listen to the response with all our attention! If you'd like to explore compassionate listening further take a read of Damion Wonfor's article for more interesting thoughts on consciously stepping out of our experience of the day so far and focusing our attention.

(\*Please note these links have been collated for you and are not endorsed by Sport Wales)



## BOOKS:

**Improv your life by Pippa Evans:**  
Learn to work with what's already there. Improv is the best training for life. Through imaginative play, we can reflect on how we approach the world and no longer fear the unknown.

**ARC Leadership: from surviving to thriving in a complex world by Richard Boston:**  
At all levels - and in all organisations - leaders face a rising tide of mistrust in a world that's increasingly complex and interconnected. If they are to survive and thrive, leaders, teams and organisations are going to need to be simultaneously Authentic, Responsible and Courageous



## PODCASTS:

**Coaching for leaders**

**Kasper Schmeichel: Making Self-belief your superpower**



## WATCH:

**Locating Yourself**  
A Key to Conscious Leadership: Learn the difference between leading from trust versus threat

**Do you know your support network?**  
Rosie Williams, new Performance Lifestyle Advisor at Sport Wales has adapted a video about the importance of identifying those around you who can support you.

# WHAT'S NEXT?

## **TAKE TIME TO TALK: WELLBEING NETWORK**

At the learn out loud session in January Claire Ewing discussed the option of creating a Wellbeing Network. If you would value the opportunity to connect with colleagues from across Wales to share your learnings or solve challenges together or simply a space to check in, then please contact us and we will set up an initial session.



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### **WOULD YOU LIKE TO BE INVOLVED?**

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Share your story, write an article, or share an interesting link. We'd love to hear from you.  
[claire.ewing@sport.wales](mailto:claire.ewing@sport.wales)



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### **FEEDBACK**

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Thank you to everyone that has written in to share reflections on previous editions, it has been wonderful to hear how much you are enjoying the resource. To enable us to continue offering and sharing content that is relevant and of interest, please let us know what you'd like more or less of.  
*Hope to hear from you soon!*

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### **HUGE THANK YOU TO THIS MONTH'S CONTRIBUTORS:**

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**Ali Oliver:** CEO Youth Sport Trust

**Paul Sullivan:** Youth, Sport and Active Travel Manager for MonLife.

**Rosie Williams:** Performance Lifestyle Advisor, Sport Wales

**Craig Willmot:** Administrative Assistant, Sport Wales

**Eleanor Ower:** People Development Lead, Sport Wales

**Louise Jones and Chris Beaumont:** Sport Psychologists, Sport Wales

**Sioned Dafydd:** Freelance Sports Reporter