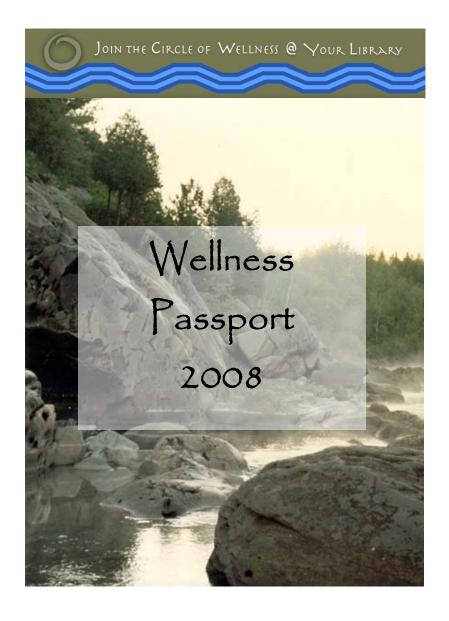
This pamphlet was created for ALA President
Loriene Roy's
Circle of Wellness Initiative
By
Ted Chaffin
Sara Jeffress
Jennifer Turner
&
Laura Warren-Gross,
ALA Emerging Leaders, 2008.





well\*ness: the quality or state of being in good health, especially as an actively sought goal

As library employees there are many factors that can affect our overall wellness from day to day. Our own physical health, the strain of outside social influences, dusty stacks and noisy patrons, stressful interactions, either a lack or overload of mental stimuli, and the potential ambiguity of our motivations and personal direction can all contribute to the satisfaction and wellness that we experience in our daily work.

This booklet is designed to help you monitor your personal wellness week by week through daily checks that can lead to overall balance. This is only a guide and additional resources are available at: <a href="www.ala-apa.org/wellness">www.ala-apa.org/wellness</a>.

Intellectual	☐ Time Management Goals	
□ Today I challenged my mind by		
Spiritual	☐ Daily Quiet Time	
☐ Today I worked toward my personal goals by		
Occupational  □ Today I performed well at work.		
Weekend		
ŭ	do for myself this weekend:	
2		
2Two things that I wou	ald like to improve on next week:	
Two things that I wou  1	ald like to improve on next week:	
Two things that I wou  1	ald like to improve on next week:	
2 Two things that I wou 1 2	ald like to improve on next week:	
Two things that I wou  1  2  Highlight of the week	ald like to improve on next week:	
Two things that I wou  1  2  Highlight of the week	ald like to improve on next week:	

Day 4	Date	
<ul><li>Physical</li><li>□ Nutrition Goals</li></ul>	☐ Fitness Goals	
Social	□ Tittless Goals	
☐ Today I initiated a po	ositive, helpful interaction with	
Environmental	·	
<u> </u>	to improve my work	
environment.		
Emotional		
	t happened to you at work today:	
2		
Intellectual	☐ Time Management Goals	
□ Today I challenged n	my mind by	
,	·	
Spiritual	☐ Daily Quiet Time	
List one truth that impac	eted your day or occurred to you this	
	·	
Occupational		
Two things that I wish h	•	
Δ		
Day 5	Date	
Physical  ☐ Nutrition Goals	☐ Fitness Goals	
	☐ FILITESS GOAIS	
Social  ☐ Today I initiated a positive, helpful interaction with		
Environmental	·	
☐ Today I spent positive time outdoors.		

## **Weekly Health Passport**

Complete wellness considers all aspects of a person's life: physical, social, environmental, emotional, intellectual, spiritual, and occupational, which is the focus of this passport. Each element factors into your daily experiences at work in the library. The checkpoints suggested on the following pages focus on positive changes and observations that you can make to improve and enrich your daily routine in the library.

Before you begin, take time to set some weekly goals: □ Nutrition Goals: \_\_\_\_\_ ☐ Fitness Goals: \_\_\_\_\_ ☐ Personal/Time Management Goals: \_\_\_\_\_ Current hobbies, interests, and pursuits (for relaxation and intellectual stimulation):

□ Nutrition Goals □ Fitness Goals  Social □ Today I initiated a positive, helpful interaction with  Environmental □ Today I to improve my work environment.  Emotional List two good things that happened to you at work today: 1 2 Intellectual □ Daily Quiet Time □ Today Was meaningful because  Occupational □ Today I performed well at work.	Day 1 Date	Emotional
Today I initiated a positive, helpful interaction with	Physical  Nutrition Cools  Fitness Cools	List two good things that happened to you at work today:
Today I initiated a positive, helpful interaction with   Environmental		1
Environmental  Today I to improve my work environment.  Emotional  List two good things that happened to you at work today:  1		2
Environmental  Today I to improve my work environment.  Emotional  List two good things that happened to you at work today:  1.	1 oday i minated a positive, helpful interaction with	1 1
Today I		☐ Today I challenged my mind by
environment.  Emotional  List two good things that happened to you at work today:  1. 2.  Intellectual		
Emotional List two good things that happened to you at work today:  1	1	$\Box$ Spiritual $\Box$ Daily Quiet Time
List two good things that happened to you at work today:  1. 2. Intellectual		☐ Today was meaningful because
Today I challenged my mind by		
Time Management Goals   Time Management Goals   Today I challenged my mind by		1 1 <del>-</del>
Time Management Goals   Time Management Goals   Today I challenged my mind by	2	☐ Today I performed well at work.
Day 3 Date	Intellectual □ Time Management Goal	
Day 3   Date   Physical   Nutrition Goals   Fitness Goals   Social   Today I initiated a positive, helpful interaction with   Physical   Today I initiated a positive, helpful interaction with   Physical   Today I initiated a positive, helpful interaction with   Physical   Today I initiated a positive, helpful interaction with   Physical   Today I initiated a positive, helpful interaction with   Physical   Today I initiated a positive, helpful interaction with   Physical   List two good things that happened to you at work today:   1.		
Spiritual □ Daily Quiet Time □ Today I worked toward my personal goals by  Occupational Take a moment to consider the good things that happened to you at work today and how you might continue to facilitate those experiences.  Day 2 Date		
□ Today I worked toward my personal goals by  □ Cocupational  Take a moment to consider the good things that happened to you at work today and how you might continue to facilitate those experiences.  □ Today I initiated a positive, helpful interaction with  □ Today I	Sniritual Daily Quiet Time	
Cocupational   Take a moment to consider the good things that happened to you at work today and how you might continue to facilitate those experiences.		
Occupational □ Today I initiated a positive, helpful interaction with   Take a moment to consider the good things that happened to you at work today and how you might continue to facilitate those experiences. Environmental   Day 2 Date	1 Today I worked toward my personal goals by	
Take a moment to consider the good things that happened to you at work today and how you might continue to facilitate those experiences.    Day 2	Occupational	—·
you at work today and how you might continue to facilitate those experiences.    Day I to improve my work environment.   Emotional	· •	
those experiences.  Day 2  Physical  Nutrition Goals  Social  Today I		
Bay 2 Date	, , , , , , , , , , , , , , , , , , , ,	
Day 2 Date	those experiences.	
Day 2 Date		
Day 2 Date		
Physical       2.         □ Nutrition Goals       □ Fitness Goals         Social       □ Today I challenged my mind by	Day 2 Date	
□ Nutrition Goals       □ Fitness Goals         Social       □ Today I initiated a positive, helpful interaction with         □ Today I initiated a positive, helpful interaction with       Spiritual       □ Daily Quiet Time         Environmental       Occupational	, · · ·	
Social       □ Today I challenged my mind by	☐ Nutrition Goals ☐ Fitness Goals	Intellectual      Time Management Goals
☐ Today I initiated a positive, helpful interaction with   Spiritual  Occupational  Continuation Daily Quiet Time	Social	
Environmental	☐ Today I initiated a positive, helpful interaction with	
Environmental Occupational		Spiritual Daily Quiet Time
	Environmental Environmental	
	☐ Today I spent positive time outdoors.	