



4 SKILLS TO SET YOUR BOUNDARIES UNAPOLOGETICALLY

*Reclaim your Time & Do More of What
Really Matters to You*



Empowering you to thrive professionally
without sacrificing your work/life balance



4 SKILLS TO SET YOUR BOUNDARIES UNAPOLOGETICALLY

We've all had instances where we think back of a discussion at work or at home and think "I should not have accepted this!" "I should have spoken out!" It leaves us with a nagging feeling of frustration that easily builds into anger and resentment. More often than not, we'll complain about it instead of empowering ourselves and clearly setting our boundaries and ensuring they are respected.

Why is this particularly difficult for women? As women, daughters and especially mothers, it's embedded in our upbringing to put others' needs first and it makes it very hard for us to prioritise ourselves (ever heard of the "nice girl syndrome"?). It is the example that we often receive from society and from the women in our lives. It is not consciously communicated to us but it is nonetheless a cycle that we need to learn to break – and it starts with GIVING YOURSELF PERMISSION!!



Give Yourself PERMISSION

Giving ourselves permission starts with understanding why we always have this little voice telling us that we *should* do this, that we can not say no or simply being afraid that our behaviour will not be accepted if we deviate from what we "should" be doing. This comes from our "Book of rules" - all the spoken and unspoken rules that society and our upbringing has embedded in us. The problem is that we accept those rules unconsciously without questioning them (and from there patterns are repeated in society).

So, next time you hear that little voice tell you that "you should do this" or that "you can't say no" - ask yourself WHY? Who says so? Do I feel like I need to do this so I will not be judged by others or is it coming from my own needs and preferences?

Setting boundaries starts with knowing what our needs and values are and standing for ourselves when they are in conflict with other people's (or society's) needs. And the reason why this is often very difficult for us women is that what society teaches us - our Book of Rules - is often in direct conflict with our own deeper values and needs. So standing for ourselves is also about showing the example to our daughters and striving to break (patriarchal) society patterns that often require us to put others first. If you still struggle to give yourself permission to set your boundaries and stand for yourself think of it as your contribution to bridging the gender inequalities!



Affirmations

IT'S OK TO KNOW MY LIMITS AND STAND
FOR MYSELF

I HAVE THE RIGHT TO PRIORITISE MYSELF
WHEN SOMEONE'S REQUEST IS
CONFLICTING WITH MY NEEDS & VALUES

I NEED TO PUT MY OXYGEN MASK FIRST
BEFORE TRYING TO SAVE OTHERS

WHEN I CHOSE TO STAND FOR MY
BOUNDARIES, I TEACH MY DAUGHTERS TO
DO SO AS WELL



Practice Self-Awareness

You know that uncomfortable nagging feeling you get when someone just drops work on your plate without asking or literally crosses the line and starts telling you what to do with your kids. That's eating us from inside in a mix of irritation, frustration, blaming ourselves for not reacting and getting angry towards the other person. A potent mix of negative emotions that drains our energy but does nothing to improve the situation in any way – or rather often makes it worse!

It's that feeling that you need to tune into. Initially, you may only become aware of it afterwards but with practice you will be able to flag it sooner and react earlier to set your boundaries. As a starter, be more aware of such feelings. Even better try to anticipate it and become familiar with people and/or situations that are likely to make you feel this way.

The point here is not to be "hunting" for problems but to become aware earlier of things that cross your boundaries so that you can react at the right time, on the spot. Ask yourself. "What is this feeling? What can I do, what do I have control over to change this situation?"

Anger, resentment, feeling like a victim or feeling the urge to complain and blame others, frustrations and irritations are signs that your boundaries may be crossed or violated and that you need to step in and stand for yourself. Ask yourself what is causing you to feel like this "What is it about this situation, interaction or what this person is asking or expecting from me that is bothering me?"



4 SKILLS TO SET YOUR BOUNDARIES UNAPOLOGETICALLY



Master Your Tone & Non-Verbal

So you get that feeling and flagged it on the spot. Now is time to take action and speak out. The earlier you do it, the less it will be charged with emotions and the better it will be accepted. And let's face it, women are often discredited for being too "emotional" so you may need some practice here to become more emotionally detached yet assertive. I am not saying emotions are not good here though - just that they won't help your case. Pay careful attention to your tone of voice, your body posture and all of your non-verbal language when you talk.

To fast track your results, share your efforts with a colleague and ask for external feedback as the subtle nuances in body language are hard for us to see and be aware of but they can make a huge difference. It takes time and practice so be patient and keep in mind that your objective is to be neutral (emotionally) and simply be confident and assertive by saying "here is my limit, I would like you to respect it".



Be Consistent & Persistent

Everyone tries to "push the limits", be it your kids, your coworkers or your spouse. In this context, you can expect that people will initially be surprised to see you become more assertive and will try to have you "give in" as they are used to.

Think of children who hammer you with the same question until you say "Ok, stop it, I'll buy you the toy". Don't let that demotivate you or worse give in! Asserting your boundaries is a process that will send the message over time of where your boundaries are. In time, people will understand and respect that you are clear about respecting yourself and your boundaries. So persistence and consistency are the key here, and please don't apologise for it!



There is Nothing more Powerful than a Woman with Harmony, Self Belief & a Passion!

If you find yourself at a personal & professional crossroad, this is your opportunity to build the career path that will allow you to thrive and find fulfilment without sacrificing your personal and family life.

If you are ready to make this your reality and would like to discuss how I can help you thrive in your professional life while still having time and finances to enjoy your personal life - visit my website to book a free discovery call: or email me:

www.catherine-leduc.com

info@catherine-leduc.com

You are also invited to join our Facebook community where I host regular activities on job searching, career management & work/life balance. Join [HERE](#)

**Join the Group
NOW!**



Before becoming a certified NLP & RSCI coach, Catherine spent nearly 20 years working in senior strategic roles for the pharmaceutical industry holding various consulting roles in which she advised on marketing strategy, portfolio management and product development. She also developed primary market research and consulting services for an Indian-American company based in Gurgaon/Delhi, India. As a self-employed consultant, she helped several start-up biotech companies in their early stages with strategic planning and financing. She has lived and worked in America, Europe and Asia and has extensive experience managing multi-disciplinary and cross-cultural teams across the world.

Despite a stellar career, Catherine had to overcome many struggles. She fought with repeat burnouts, found herself thorn apart as a stay-at-home-Mom in a foreign country and later returned to a very senior role trying to juggle family life with a demanding job involving monthly commuting to Asia. Ultimately she lost her position while on a prolonged maternity leave which prompted her to become an advocate for women equality and focusing her career on helping women finding themselves at career crossroads.

Her passion and mission is to empower women to build a professional life that gives them satisfaction and fulfilment and allows them to thrive without sacrificing what truly matters to them.

