

## Tools to Manage Perfectionism

- ▶ Experiment in low-risk situations with doing things imperfectly on purpose. This will help you to practice the discomfort of being imperfect.
- ▶ Give yourself time limits and deadlines (example: allow yourself 5 minutes to search for a photo for a PowerPoint deck and then you move on, no matter what).
- ▶ Reset expectations. Ask yourself: Where can I lower the bar? Where can I do less?
- ▶ Treat yourself with compassion! Talk to yourself like you would a friend. Allow yourself to feel your emotions without judgment.

## Activity: Assess the Real Risk

Think of an opportunity in your work or life right now. The opportunity could be anything from sharing an idea to taking a new job role, giving your manager feedback, to moving to a part-time work schedule.

What are the potential benefits of taking action on this opportunity?

What are the risks of inaction? The downsides of things staying the same?

What outcomes are you afraid of?	What's the likelihood this will happen?	What actions can you take to mitigate these risks – especially the ones more likely to happen?

### Resources:

- [The Gift of Imperfections](#) - Brené Brown
- [The Pros and Cons of Perfectionism](#) – Harvard Business Review
- [Your Surge Capacity is Depleted- It's Why You Feel Depleted](#)
- [An Overachiever's Guide to Breaking the Rules: How To Let Go of Perfect & Live Your Truth](#) – Heather Whelpley