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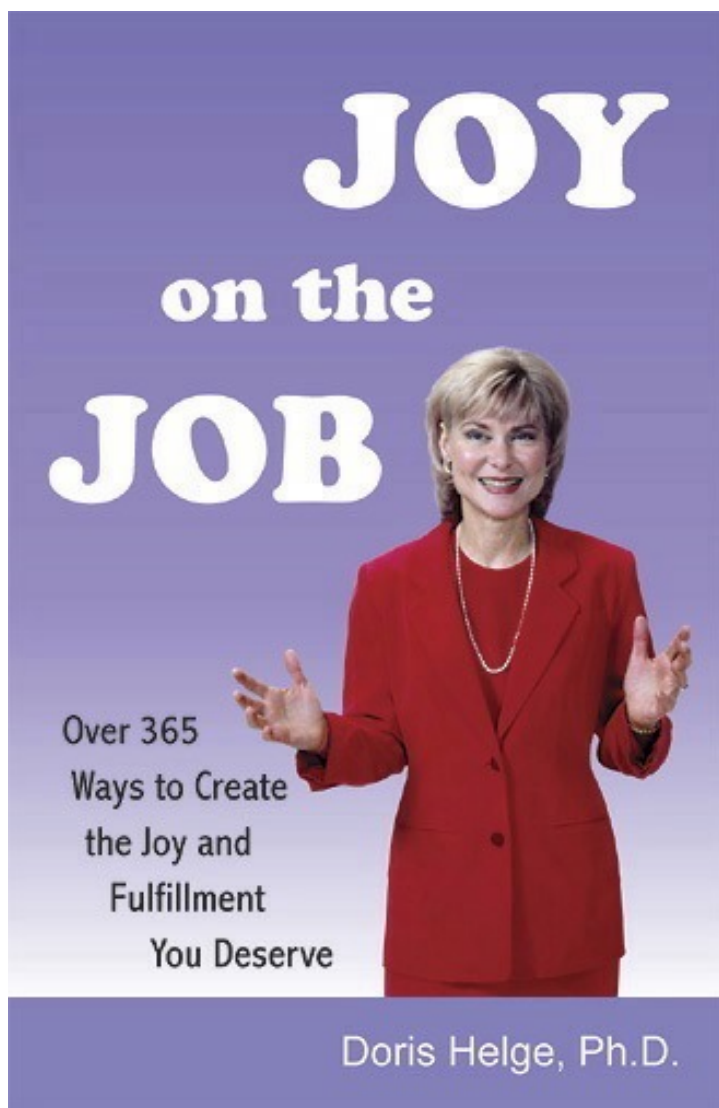
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Sample Material from "Joy on the Job"



JOY

on the

JOB

Over 365
Ways to Create
the Joy and
Fulfillment
You Deserve

Doris Helge, Ph.D.

Sample Material from "Joy on the Job"

JOY ON THE JOB

*Over 365 Ways to Create
the Joy & Fulfillment You Deserve*

by

Doris Helge, Ph.D.



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CHAPTER 24

YOU ARE THE MIRACLE YOU’VE BEEN SEEKING

*Only fools and dead men don’t change their minds.
Fools won’t. Dead men can’t.*

John H. Patterson

JAW DROPPERS

In the past, we thought we had a genetic setpoint for happiness and an I.Q. that were set in stone. Now we know we are powerful alchemists. There is no limit to the degree we can increase our intelligence, and there is no cap on how much happiness we can experience.

Most of us are amazed to discover how much control we have over the level of joy we experience at work every day. Before doing the multisensory exercises, were you aware of your marvelous ability to send signals to your nervous system so you can be calm and contented even when surrounded by

chaos or angry people? Before reading about Viktor Frankl, would you have guessed that a concentration camp prisoner could maintain a peaceful state of mind? Was it a stretch to learn that Frankl discovered profound meaning hidden within the grueling, revolting jobs he was forced to perform as a slave laborer?

Eye openers like these blast our illusions until we finally admit the truth and graduate ourselves from limited thinking. There is no ceiling regarding our ability to enjoy the work life we desire.

Whatever you are ready for is ready for you. New opportunities are already waiting for you. Make a commitment to notice and take advantage of them.

WAY TO GO!

You have contemplated and practiced almost 400 proven techniques that will help you claim your fair share of validation, fulfillment, and joy. Even if you haven't completed all of the exercises, you can trust the tools. They are still being used by employees in the 21 very diverse organizations. These individuals contributed their feedback so you can also enjoy more happiness at work.

Use the next exercise to validate your progress and set new goals.

*Build a ladder to the stars
And climb on every rung.
Bob Dylan*

WAY TO GO! . . . MORE TO GO!

You’ve practiced multisensory ways of doing the following. Which have you mastered? What are you still working on?

| TOPIC | HAVE MASTERED | WORKING ON |
|---|------------------|---------------|
| Create meaning and fulfillment at work even when performing mundane or unpleasant tasks | _____ | _____ |
| Communicate my needs in ways that ensure I have the resources and support I need to do my best work | _____ | _____ |
| Create a flow state so my work is appropriately challenging and enjoyable and I develop new skills | _____ | _____ |
| Use the power of curiosity and neutral observation, including my Curious Witness, to reconnect with my innate source of inner peace | _____ | _____ |
| Take healthy risks | _____ | _____ |

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next page*

| TOPIC | HAVE MASTERED | WORKING ON |
|---|------------------|---------------|
| Express my special talents in ways that ensure I am passionate about my work and well-compensated while I make a unique contribution to the world | _____ | _____ |
| Create a sense of autonomy even when I have no control over some aspects of my work | _____ | _____ |
| Gain new skills that facilitate fulfillment, productivity, and marketability | _____ | _____ |
| Enjoy rewarding professional relationships with coworkers, teammates, and supervisors | _____ | _____ |
| Receive support, coaching, and positive feedback, including during performance reviews | _____ | _____ |
| Creatively solve problems and resolve conflicts, including when I work with teams or “difficult people” | _____ | _____ |

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Sample Material from “Joy on the Job”

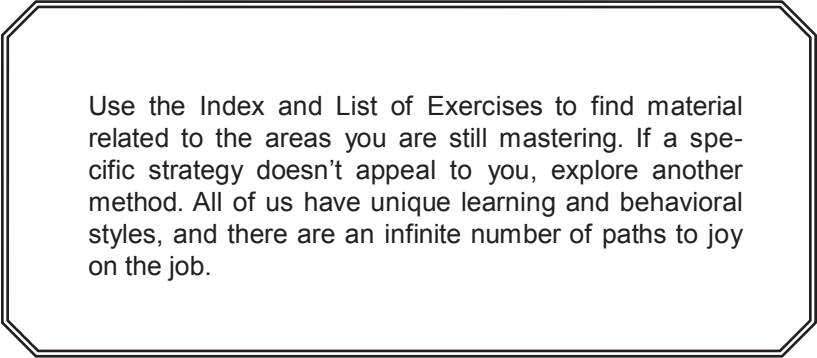
| TOPIC | HAVE MASTERED | WORKING ON |
|--|------------------|---------------|
| Gain value from mastermind groups and mentors | _____ | _____ |
| Balance my personal and professional life | _____ | _____ |
| Prevent and reduce stress | _____ | _____ |
| Create emotional anchors and positive resource states that support me during challenges | _____ | _____ |
| Shield myself from workplace negativity | _____ | _____ |
| Reframe misperceptions and beliefs that cause joy blocks | _____ | _____ |
| Use multisensory approaches that develop new neural networks associated with peace and joy | _____ | _____ |
| Experience negative emotions in ways that benefit everyone concerned | _____ | _____ |
| Transform my inner critic into a virtual assistant | _____ | _____ |

continued on the next page

| TOPIC | HAVE MASTERED | WORKING ON |
|--|------------------|---------------|
| Accept my shadow side and unpleasant parts of life that I cannot change so they don't limit my happiness | _____ | _____ |
| Experience more compassion and patience. Judge myself and others less frequently | _____ | _____ |
| Decrease procrastination and perfectionism | _____ | _____ |
| Develop a signature style | _____ | _____ |
| Promote myself in ways that help me secure resources and advance my career | _____ | _____ |
| Capitalize on my strengths | _____ | _____ |
| Thrive during unexpected challenges and mandated changes | _____ | _____ |
| Live my personal mission (life purpose) and values while performing my job | _____ | _____ |

continued on the next page

| TOPIC | HAVE MASTERED | WORKING ON |
|--|------------------|---------------|
| Identify hidden opportunities in adversities. Boost my resiliency | _____ | _____ |
| Control unnecessary interruptions. Set and maintain personal boundaries | _____ | _____ |
| Honor constructive worries and delete those that are unfounded | _____ | _____ |
| Easily and quickly create an alpha brain state so I can do my best work, fight fatigue, and elevate my confidence | _____ | _____ |
| Enjoy more laughter and humor at work | _____ | _____ |
| <p>Other. List additional techniques you have learned or want to explore. Examples: situational optimism, inner genius, magical moments, strengths-based language, easy retrieval of nonconscious associations, focus management, the power of gratitude, downward comparisons, altruism, and selection of an alternate reality.</p> | | |
| <p><i>continued on the next page</i></p> | | |



Use the Index and List of Exercises to find material related to the areas you are still mastering. If a specific strategy doesn't appeal to you, explore another method. All of us have unique learning and behavioral styles, and there are an infinite number of paths to joy on the job.

Enjoy continuing to develop your expertise related to the topics you identified in the previous exercise. Be as patient with yourself as you are when you explore a new hobby or help a child learn a new activity. Hardly anyone hits the bull's eye the first time, but the archer who trudges to target practice even when it's raining and cold eventually perfects the technique.

Work that begins as a struggle blossoms into a blissful state of flow. The archer merges with the tools of his trade, and he grins as arrows fly swifly to the center of his target. Spectators cheer wildly, but the archer hardly notices. He is attuned to a beautiful symphony that he alone can hear. It is the joyful beat of his heart singing the sweet melody of self-actualization.

You will also be richly rewarded when you passionately explore new goals with the intention of becoming your true self. A wealth of new resources and external support will spontaneously appear. As your confidence continues to soar, your response to new challenges will most often be an anticipatory smile representing a healthy, productive awe, “I wonder what I'll learn this time?”

Eventually, the intense fulfillment you gain from your work will have become so rewarding that you'll leap from bed before the alarm buzzes, excited about another work day. This is

one of the most fantastic fortunes available on this planet. It's yours if you want it. Claim your prize with focused action.

YOU'VE ALREADY PROVEN YOU HAVE UNLIMITED ABILITIES

As you completed the exercises in the book, you validated the following.

- ◆ You can be radiantly happy at work, whether you are in your dream career or working a temporary minimum wage job.
- ◆ Your capabilities are unlimited. The fact that you can increase your intelligence exponentially with multisensory exercises can make “working smarter, not harder” a normal part of your life.
- ◆ Even your personality is as flexible as that of a newborn baby. You can easily create new neural networks associated with joy and situational optimism.
- ◆ You have an innate right to inner peace, and you have learned how to use conscious focus as one of your primary tools.
- ◆ The world is a giant treasure chest twinkling with infinite possibilities patiently awaiting your discovery. Why settle for less than you want and deserve? You can be well-compensated for expressing your unique talents in ways that contribute to the lives of others.

You are the master weaver of your personal workplace tapestry. Become a passionate, attentive artist. Don't allow anyone else to dictate the details of your design.

DISCOVER A MAGICAL FORMULA

Personal responsibility will always be a key source of your joy, freedom, and power. You will receive amazing results when you do the following.

- ◆ Question your perceptions and beliefs
- ◆ Ask for what you need
- ◆ Take action that will move you closer to your goals

Here’s a great example. David Thomas of England was taunted as a child for being a “slow thinker.” How did this individual with “limited abilities” become a World Memory Record holder and gain a Guinness World Record just eight months after buying a book to improve his memory? His original goal was to pass exams he had previously failed!¹

Thomas realized that most of our assumptions are inaccurate. He decided to graduate himself from “Yes, but . . .” to “What if . . . ?” thinking. He challenged beliefs such as, “There are reasons other people are more successful than I am. They must be able to do things I can’t do.” As the British say, Thomas decided to *give it a go*.

Thomas also questioned another assumption. Like most of us would do, he originally presumed that his competitor for the World Memory Record would never help a new adversary succeed. Why should a champ share his secrets? Thomas took a giant leap out of the tightly sealed thinking box most of us use for contemplation. He decided anything is possible and asked his rival for assistance. Thomas immediately received a free verbal download of the techniques the title holder had used to win the championship eight times in a row! Thomas beat his new friend in the next contest because he understood that reality rarely matches our perceptions.

Most of us restrict our happiness and our achievements because we believe life offers only a few meager options. We se-

lect what we think will be the best of several unfavorable alternatives without even asking “What if . . . ?”. This is one of our most harmful self-deceptions. The true substance of our lives is bloated to the bursting point with infinite possibilities. We can always choose to experience a different potential, a new parallel reality.

Don’t wait for everyone around you to become a psychic Mother Teresa of the Workplace. Instead of waiting for others to sense your needs and approach you about creating a more rewarding work life, notice and question “Yes, but . . . ’s.” Change them to “How can I . . . ?” As you discovered when doing the exercises in previous chapters, your mind will immediately act like a super sleuth. It will search for nonconscious associative links in your brain and promptly produce the answers you need.

Ask for help, using the win-win communication strategies we have discussed. This will help you continue to enrich your professional support system. You’ll also be helping others because people feel validated when you allow them to assist you.

BREAK FREE FROM LIMITING PERCEPTIONS

Practice the Magical Formula described above.

- ◆ Notice and challenge “Yes, but . . . “ assumptions and beliefs.
- ◆ Identify the person you need to ask for assistance. When will you communicate with them in person or in writing?
- ◆ What step will you take this week that will move you closer to achieving your goal?

CHANGE YOURSELF . . . CHANGE THE WORLD

According to an ancient proverb, “When a bird flaps its wings in China, it is felt across the world.” Like the fluttering bird, our energy—our actions, thoughts, and emotions—influence everyone with whom we come into contact.

There is no limit to the effects we create when passionate performance is backed by intentions born within a pure heart. Like the ripples created when a pebble is tossed into a pond, what we set into motion extends to an infinite number of people we will never meet. As scientific experiments have proven, everyone in the universe is connected as if we are one. In many ways, we are one.²

Each time we change ourselves in a positive way, we improve the world. Without saying a word to try to convert anyone else to our point of view or behavioral preference, our helpful example produces beneficial changes.

We may only perceive the favorable impact within a tiny inner circle of associates. However, as those individuals live their new truth, positive change travels. Eventually, it circles the world.

At birth, you were awarded very distinct, special aptitudes. This is your personal genius potential. The world desperately needs your assistance. Sharing your unique gifts will bring you joy at work whether you are a cheerful customer service worker who brightens the day of a very distraught individual or you invent a solution to a vexing global problem.

Each time you step up to the plate and aim to meet your full potential, an astonishing array of unexpected resources and opportunities will light your path home. Be mindful and you will continuously receive proof that unseen forces are continuously supporting your efforts to make this planet a better place to live.

YOU ARE THE MIRACLE

Use this exercise the next time you feel stressed out.

1. Sit or stand tall with your eyes closed. If you wear contact lens, you may need to remove them before doing the next step of this exercise.
2. Raise your eyes as if you are gazing through the top of your head at a spectacular sky studied by a sea of shimmering stars. Assume that every star is sparkling with you in mind. It is encouraging you to become all you can be because you have an important role to play while you are on Earth.
3. Keep your eyes closed and hold this posture until you feel a magnificent healing force surging through your entire body.

You have just induced an alpha brain state that connects you with your vast inner resources. Savor this splendid state of mind and perceive the truth about who you are, why you are on Earth, and why you hold the specific job you hold. You have unique talents to contribute to the world. You deserve, and have, the blessings and backing of the entire universe just so you can achieve your personal mission. Why? With every step you take to meet your destiny, you improve life for all of us.

In the previous exercise, in just a few moments, you replaced a negative state of mind with a resourceful state. Use this strategy regularly to help you reconnect with your true self and instantly melt stress. Notice after using the technique that it is almost impossible to feel anxious. (If any stress remains, repeat the technique.)

*What lies behind us and what lies before us are
tiny matters compared to what lies within us.*

Ralph Waldo Emerson

STAY IN TOUCH

The Joy on the Job Train only recently began to chug along, but it is already beginning to move at the speed of a jet plane. Jump aboard without hesitation. You will never regret accepting even more of the happiness the universe is eager to grant to you.

Stay in touch. Visit <http://www.MoreJoyOnTheJob.com> regularly because you are part of a great, growing community of people around the world who are absolutely certain that life will deliver as much joy as we can stand. We are on the cutting edge of the most positive revolution this planet has ever experienced. Share what's working for you and read newly posted articles and success stories written by others.

Download more FREE Joy on the Job ebooks at:
<http://www.FreeJoyEbooks.com>

Decide to untie the ribbons on the gifts that life brings to all of us each day.

Why You Need This Book

by Robin Lane

A proud *Joy on the Job Seminar* participant

Dr. Doris Helge is called *The Joy Coach* for very good reasons. As a participant in her *Joy on the Job Seminars*, I can verify that her audiences rave, “She’s the speaker who adds sizzle to an average work day. Now our jobs feed our hunger for happiness instead of just putting food on the table.”

Participants in Doris’ keynotes and seminars discover their inner genius. She describes this as our innate ability to nurture our soul at work while we elevate our performance in ways that make us grin with delight. We convert tedious tasks into enjoyable activities. We develop a *Signature Style* that’s great fun. Teamwork is easier because conflict is rare. Less stress = more productivity. I love Doris’ *Create Time* technique. Now I have more time and energy for my professional and my personal life.

I’ve seen massive positive changes in job satisfaction reported by burger flippers, corporate executives, and all kinds of positions in between. From employees and small business owners, the results were dramatic and they continued from one seminar to the next.

In addition to being a visionary and an inspiring leader regarding happiness at work, Doris has a unique ability to entertain us while we’re learning. We roar with laughter while we devour every gold nugget of wisdom she shares with us. Doris uses the most advanced multisensory teaching techniques I’ve ever seen. We don’t have to endure ho-hum PowerPoint presentations! Doris’ innovative style stimulates long-term memory. She jazzes us with her passion and enthusiasm, and we spontaneously make a powerful commitment to progressive change.

Doris is truly a master coach and teacher. She has addressed thousands of employees, managers, and self-employed people across the world. Doris actively engages *everyone* in her audiences, using dynamic teleclasses and webinars and private coaching. She was recently named “One of the Top Ten Coaches in America” at a FedEx event in Manhattan, New York.

Can she understand and identify with your unique challenges? You be the judge. I first met Doris after she gave a keynote address for a national conference for occupational health personnel. A spontaneous after-hours event made me decide to become a *Joy on the Job Seminar* participant.

Attendees from a variety of positions and industries quizzed Doris for two hours. We couldn’t fathom why she seemed to understand our specific jobs since she had never performed them. She listened attentively to everyone. She wasn’t “being nice.” She sincerely wanted to help us gain more job satisfaction.

I was so amazed when she described the types and dates of her previous work experience that I scribbled down her answers. Unless you’re a fighter pilot or an astronaut, Doris has walked paths similar to yours. She has been a retail clerk, secretary, fundraiser, educator, and a customer service troubleshooter. She’s been a coach, grantwriter, caseworker, volunteer, and parent. She’s even been downsized! She directed a nonprofit organization. She sold ads for a journal, worked for a temporary services agency, coordinated national conferences, and has been a professor at three different universities. Now primarily a coach, Doris was previously a researcher, counselor, editor, freelance writer, and executive director of two national membership associations. Whew!

This incredibly diverse background prepared Doris to be the awesome author, coach, and teleleader she is today.

Can you trust Doris’ statements that meaningful, fulfilling work can be more important than a steady paycheck? Her associates once gasped in disbelief when she made an extraordinarily difficult decision that resulted in temporary unemployment while she built a new career. Doris turned down a grant funded at over \$500,000. It would have landed her a cushy job for three years. Why did she do this? “There was no challenge. If I had accepted the grant, I’d have been doing more of what I’d already done. I didn’t want to grow stale floating on a raft that was secured to a sturdy dock in a stagnant pond. An occasional Class 5 whitewater kayak trip makes my Spirit soar. If I don’t challenge myself, I’ll never know who I could have been.”

Like most of you, I’ve heard hundreds of speakers and read lots of books. Doris is different. She is a brilliant role model for her message. Her example inspires others like you and I to meet our full potential.

Doris has been interviewed by CNN, The Today Show, and NPR. Some of her books have been printed in multiple languages with worldwide distribution and received Amazon.com #1 Bestseller status. “Joy on the Job” is already available in five languages.

Although Doris is now internationally known for her expertise, she overcame many very difficult personal and professional hurdles, some of which I wouldn’t wish on my worst enemy. Doris has lived on both sides of the track. She has experienced both poverty and plenty.

Doris is absolutely convinced that the times she was forced to hobble up steep trails strewn with jagged rocks for days, weeks, and sometimes years were her most important training experiences. Each journey prepared her to help people like you and I gain more joy and fulfillment.

Serving humanity as an author, coach and teacher is Doris’ bliss. She genuinely cares about our well-being. You should see how radiant her face is when the “Aha’s” and smiles illuminate her audiences. Doris was born for this job, and you and I get to benefit from her date with destiny.

Dr. Doris specializes in no-cost ways to boost your happiness, performance, and creativity, so you don’t have to wait until your organization becomes concerned about your happiness. You owe it to yourself to discover your bliss. Your journey to joy can be much faster and easier than you may think, so begin right now to use Doris’ techniques on your own. You will immediately have more fun at work.

Check out some of her other books and eBooks. Unlike some authors who recycle the same message, each of Doris’ books contributes to your well-being in a special new way. Discover valuable books like “Conquer Your Inner Critic,” “Transforming Pain Into Power” and “Thriving in the Midst of Difficult People.”

Take full advantage of the opportunity you gave yourself when you bought *Joy on the Job*. When the original seminar participants, including myself, tested Doris’ materials, we envisioned the <http://www.MoreJoyOnTheJob.com> web site as a resource for decades to come. Visit the site often. Download scads of free, helpful articles. Topics are frequently updated, and the articles are filled with wonderful content and strategies that will help you call in the happiness at work you deserve. While you’re at the web site, sign up for Doris’ popular, free e-zine, “*More Joy for Me Now!*”

You are now part of a very special global community of employees and managers. We are all helping each other experience more joy at work. There are thousands of us, so you’re never alone when times are tough. Share your successes and request solutions to your dilemmas.

I look forward to meeting you at the web site.

FOR INDIVIDUAL OR GROUP COACHING

Sign up for your complimentary consultation at
<http://CoachingByDoris.com/contact>

We guarantee you'll depart from “Your Personal Breakthrough Session” with Certified Master Coach, Dr. Doris, with these benefits:

- You'll enjoy crystal-clear clarity about your next best step
- You'll be laser-focused on your goal
- You'll gain enthusiasm and a high level of energy
- You'll feel the support and inner strength you need to go forward with joy!

SIGN UP FOR YOUR FREE E-ZINE!

Do you want to receive a steady supply of the latest and greatest ways to increase your happiness at work?

Subscribe to Doris' free e-zine, “*More Joy for Me Now!*”, by visiting <http://www.FreeJoyEbooks.com>. You'll love gaining fresh new ideas every month that you'll easily use to substantially increase your happiness.

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Now!***

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**EXAMPLES OF TESTIMONIALS
CONCERNING THE LAST TWO DECADES
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DORIS HELGE, PH.D.’S WORK**

“You’ll get instant positive results. The techniques are well tested and easy to use. You’ll use Doris’ tools and information every day.”

Marsha Needham, Human Resources Director, CNN News,
Atlanta, Georgia

“You will receive rapid relief from difficult problems. If you want more fulfillment and happiness at work, this book is definitely worth your time and money. Whether you work in a large organization or out of your home, your satisfaction is guaranteed!”

Bill Uhl, Senior Instructor, OHV Training™ and winner of six
gold medals for the U.S.

“This is The Bible of Workplace Happiness! So much in one volume!”

William Richards, Managing Director, Royal Bounty, International

“Dr. Helge’s work creates immediate improvements in employee satisfaction and productivity. We’ve hired Doris to deliver several presentations. Our employees smile a lot more. They also read Joy on the Job over and over. Our teamwork is now the best it’s ever been!”

Pat Hollister, Marketing Associate, Allied Systems, International

“This book is addictive. You’ll read it from cover to cover, again and again. It’s guaranteed to increase your happiness at work.”

Kelley Sinclair, Medical Aid Technician, Chicago, IL

“This is different! It works! Doris’ comprehensive research led to remarkable insights and techniques I use every day. Doris writes in such a warm, conversational style. I feel like she’s talking directly to me.”

Kenneth Baker, Regional Manager, Cost Cutter, Inc.

“Doris’ work will help you master life.”

Mark Victor Hansen, Co-author, *Chicken Soup for the Soul*

“Everyone who hears Doris’ message gets charged and re-charged. After attending Doris’ seminar, I got a promotion I’d wanted for a long time. Now, each day at work is more exciting.”

Jeanette Geiman, CPS, Office Manager, Shell Oil, Houston, Texas

“Practical . . . Positive . . . Powerful! What a great speaker and author!”

Joan Sherwood, Ph.D., CEO, Corporate Training Assurance, Kansas City, Missouri

“Doris offered many solutions and tools that greatly helped our employees.”

Anita Orton, Manager of Human Resources, Regence BlueShield

“Excellent! Exactly what we needed. Great job!”

Kim Lindenfeld, Director of Customer Service, NFL & President, ICSA

“Doris gave so many wonderful new tools I can easily use right now!”

May Munder, Executive Assistant, Exxon Oil, Houston, Texas

“Helge spent years formulating steps you can follow to become happier and more fulfilled. Her work is a roadmap to joy and peace.”

Aquarius Magazine

“Doris’ work brought multiple benefits to my radio audiences.”

Elizabeth Ann Wright, Host, *Ultimate Solutions*, WGUN, Atlanta, Georgia

“You brought important information to our viewers, letting them know they are not alone and helping them know how to improve their lives.”

Peter Anthony Holder, Host, *CJAD Tonight*, Montreal, Quebec, Canada

“Doris’ work touched and changed my life forever.”

Mollie Jo Rogers, President, ABWA

“I loved it! I got tools that gave me enthusiasm and endurance during tough times.”

Ana Holland, Manager, Costco

“I’ve tried everything. Finally! Techniques that really work! Doris’ wisdom and warmth make the lights go on when other approaches fail.”

Sandy O’Donnell, Corporate Trainer, Nashville, Tennessee

“Doris is a winner in life and is able to communicate her winning skills and attitudes to others.

Dr. Jack T. Cole, Professor Emeritus, New Mexico State University

“I am proud to endorse your work. You have helped me.”

Sue Bailey, board member, Washington Society of Meeting Planners

“Doris’ work is a must for key decision-makers who want to stay on the cutting edge of business.”

Chad Boyd, Corporate Communications Manager, IntelliNet

“Thanks to Doris, I am FINALLY able to balance my personal and professional life. This book is the best bargain of this century!”

Lynn Johnson, certified athletic trainer, Seattle, Washington

“I would love to attend another of Doris’ events. Her program is excellent, and the seminar was definitely worth my time. Doris has extraordinary skills in working with a diverse group.”

Becky Jarvala, Washington State Farm Bureau, Olympia, Washington

“Doris is a great speaker . . . a good investment that can save you money.”

Marci Russo, Assistant Vice-President, Sun Trust Bank, Atlanta, Georgia

“I’ll never forget your warmth and how you touched my life.”

Carol Keeffe, author, *How to Bring What You Want Into Your Life With the Money You Already Have*

