



...hoffman...

# Living Your Process

**Weekend 1: The Deep Dive**

with Stella Horgan and Eliza Meredith

**zoom**

**Zoom ID: 881 5036 1834**

Saturday 23 & Sunday 24 January, 2021

9.00-4.30pm UK

**Hoffman Institute UK**

Quay House

River Road

Arundel

West Sussex

BN18 9DF

+44(0) 1903 88 99 90

[www.hoffmaninstitute.co.uk](http://www.hoffmaninstitute.co.uk)

This workbook or parts thereof may not be reproduced in any form without written permission from Hoffman Institute UK.

© 2021 Hoffman Institute UK All rights reserved.

# Welcome

## What to expect

Welcome to the first month of **Living Your Process**, the six month programme to help you realise a vision that will bring positive change to the world

This workbook is designed to help you organise the information you will be uncovering and exploring this weekend, as we scout the terrain under the three banners of leadership, creativity and innovation:

1. Know Thyself, Be Thyself
2. Relationships and Communication and
3. The Mission.



*LYP Programme leader,  
Stella Horgan*

So welcome aboard the Good Ship Hoffman, as we sail into these uncharted waters, where you will build your expertise using the Hoffman tools and your effectiveness in the world. Where your Spiritual Self is established as the head of your Quadrinity.

We encourage you to bring your whole self forward into this community of Hoffman graduates, to dig deep and have courageous conversations, to seize the opportunities at hand and work every angle of this programme to your and your project's advantage. Ask questions, make comments, make new friends, build your network. Together, let's change our world.

## What Hoffman asks of you

To support sharing with confidence, we ask all attendees to agree to respect the confidentiality of fellow participants, including their identity, remarks and actions, and to agree to keep all such information private and confidential. You agree not to refer to any other participant after the workshop in terms that would make them personally identifiable, and to accept that photography, video and sound recording are not permitted during the workshop. You also agree to respect the ownership/ intellectual property of other participants' ideas, projects and materials and not utilise other participants' IP for your own purposes.

Thanks in anticipation

*Stella & Serena*



# Living Your Process

Day One

*'You are an especially designed creation, you have a particular mission, you have a light to give, a work to do that no other can give or accomplish; and if you will open your heart, mind, and soul wide to spirit, you will learn of it in your own heart.'*

~ Baird T. Spalding



## Quad Check

What **patterns, beliefs, insights** and **feelings** do you notice?

### **What stands out for you?**

What messaging/inner dialogue do you note around this idea that you can impact the world?

### **Which parent did you learn the patterns from/in reaction to?**

Write into your Pattern List on the next page.

### **What is the cost to you in your life now?**

How this could impact you as a leader / creator and how could it affect your project?





## Inquiry

What does my **Spiritual Self** say about me as a leader/creative/impact agent?

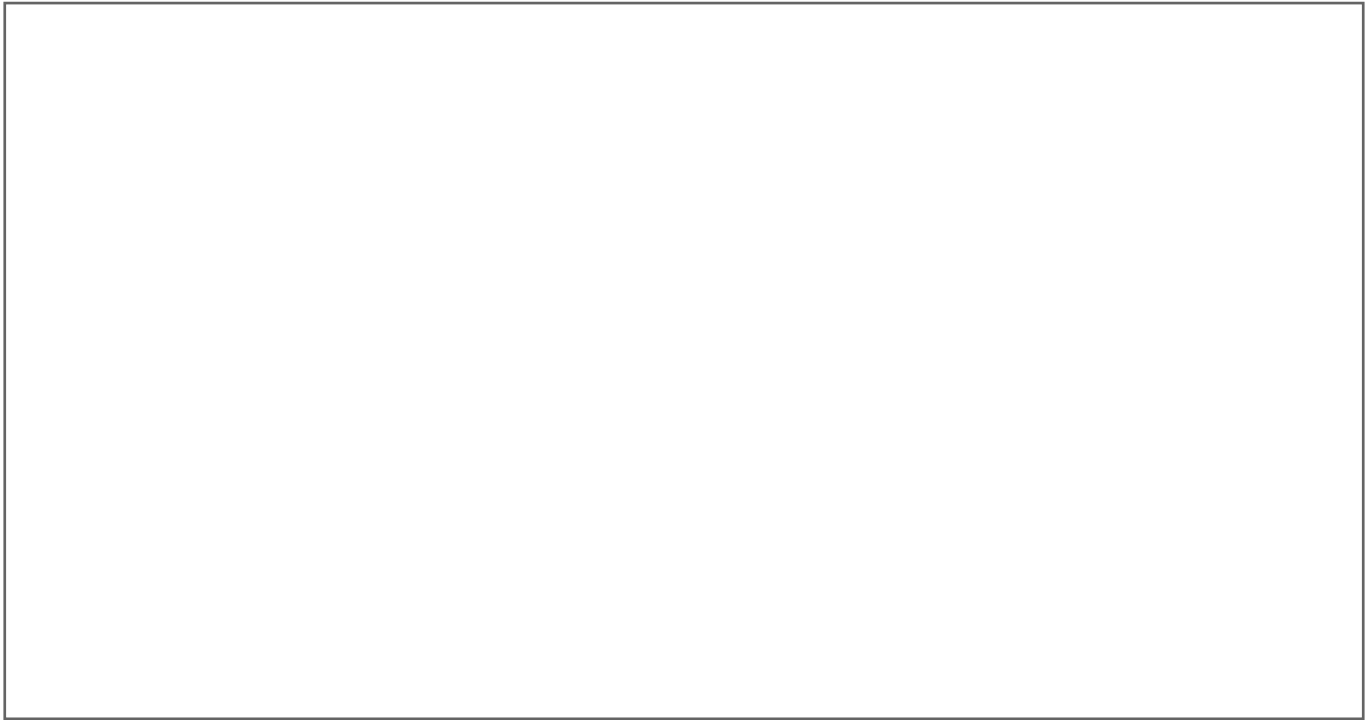
What does leadership mean to me?

Why it is important that I activate and develop my project/idea?

## Myself as a leader

### **Who do I want to be?**

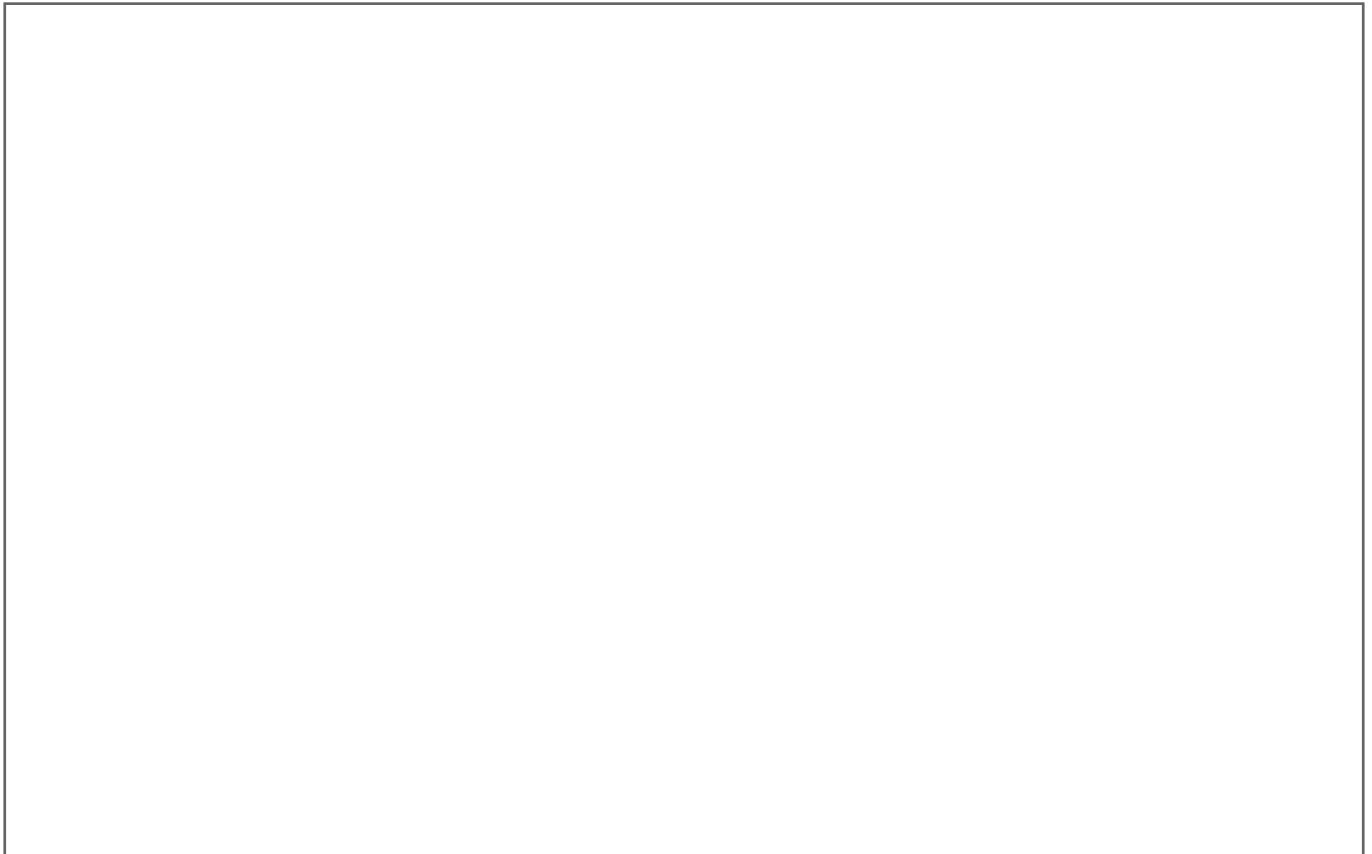
What would I like to achieve? Who am I being called to be?



### **Feel into that - how does it feel in your body?**

What do you notice about your body? Your posture?

What are the co-ordinates of your Spiritual Self's leadership?



## Introductions

The idea that I'm developing in Living Your Process is...

The impact I hope to have in the world is...

How I feel saying this out loud to you all is...



## Mission statement

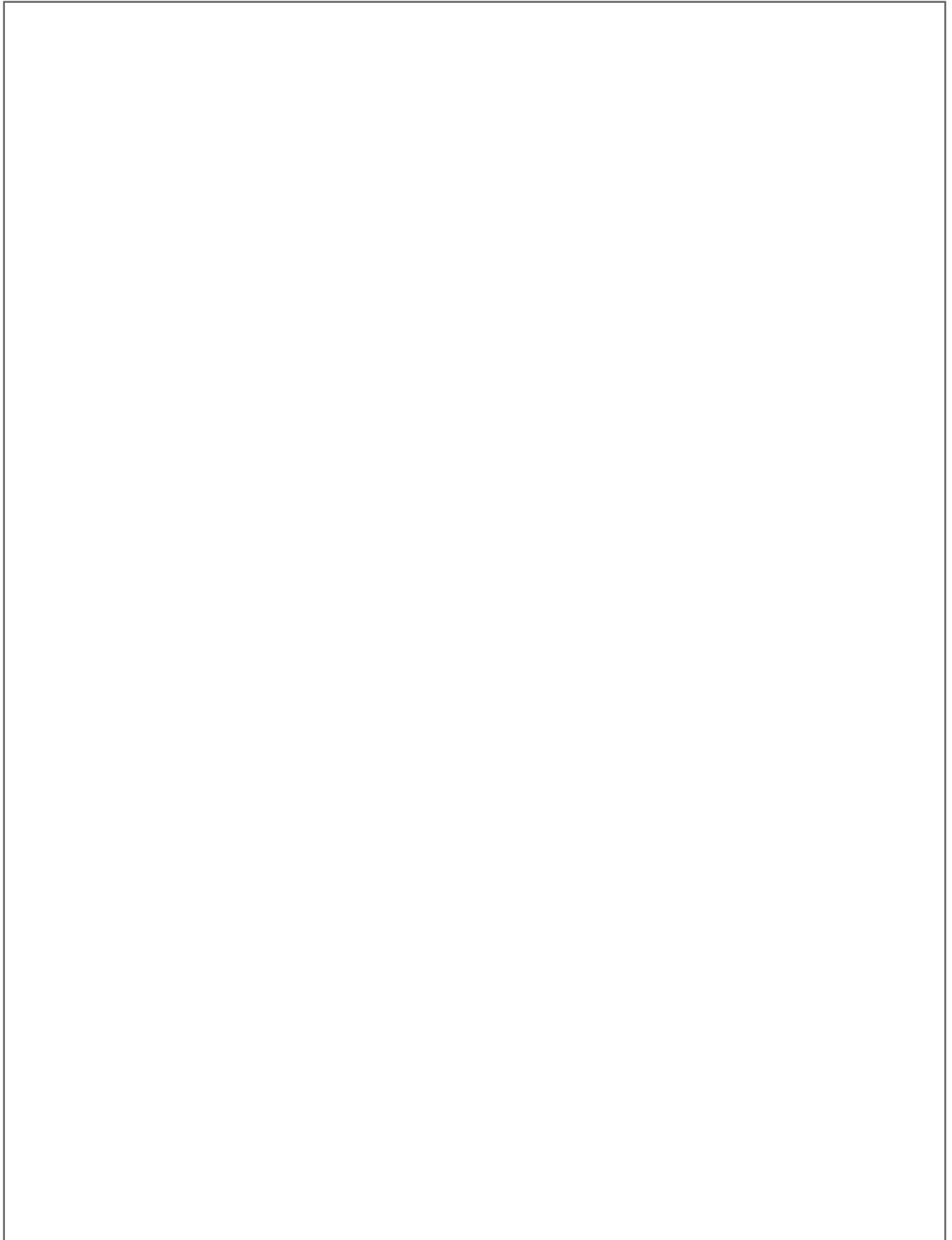
What problem do I want to solve? What do I want to achieve? How do I want to impact / change in the world?

Write your mission statement here

What comes up for you as and after you share your Mission Statement? Is your Dark Side active? What messages is it giving you?

## What would success look like?

Write down a minimum of two goals for your project

A large, empty rectangular box with a thin black border, intended for the user to write down their goals. The box occupies most of the page's vertical space below the instructions.

# Living Your Process

Day Two

*'You can't be the light and hold another in darkness'*

~ Paul Selig

## Check in

Observations from Quad Check

Insights and learnings from yesterday



## Intentions

Intention for today

My commitment - to working with what shows up and using it to my advantage

## Relationships

What comes up for you when you think of relationships and you as a leader?

What is your previous experience of being a leader, or creating something?

What issues came up for you, and what have you thought about yourself as a result of that? What do you imagine colleagues or peers saying about you?

## Relationships

What expectations do I have of **myself**?

What expectations do I have of **others**?

Which relationships are the most impactful in the **vocational aspect** of your life?

## Negative Transference

I had a negative reaction to you, \_\_\_\_\_,  
*name*

in \_\_\_\_\_,  
*where and when only*

---

---

I experienced you as \_\_\_\_\_  
*my perceptions, judgments and quotations*

---

---

---

---

---

---

---

---

like my \_\_\_\_\_  
*mother/father/surrogate*

The patterns I went into were

---

---

---

---

---

---

---

---

which I learned from my \_\_\_\_\_  
*mother/father/surrogate*

---

---

## Negative Transference

I had a negative reaction to you, \_\_\_\_\_,  
*name*

in \_\_\_\_\_,  
*where and when only*

I experienced you as \_\_\_\_\_  
*my perceptions, judgments and quotations*

like my \_\_\_\_\_  
*mother/father/surrogate*

The patterns I went into were

which I learned from my \_\_\_\_\_  
*mother/father/surrogate*



## Vision

- Who does your project impact?
- Where does it impact?
- What changes are occurring as a result of your work?
- How do you feel?
- How is your physical health?
- How do you support your health and wellbeing?
- Who are your partners/supporters?
- Let's assume it's fully funded - see yourself operating with ease and joy, really enjoying what you do, so happy to get up in the morning you can't wait to do your work! How does that feel and what do you notice about yourself?
- See your family and friends supporting you - who is there, waving your flag, giving you bold feedback, helping you, being an authentic, valuable ally?
- What are the markers/indicators of your success?
- What problem(s) are you solving in the world?

### **See yourself leading from your Spiritual Self - describe how this feels**

## Check in

Make some brief notes about the practical steps you will take to realise your vision

Insights and learnings of the visioning experience:





## Peer support groups: Guidelines

- Use a timer
- Really listen : 50/50 listening skills (50% on them, 50% on how it's impacting you)
- We are here to hold each other accountable, and to support each other
- No interrupting
- No advice giving without permission/request
- No complaining about each other or colluding
- Commit to clearing transferences / issues
- Decide how often you meet - recommend 2 x month, for 2 hours
- Someone to volunteer from each group to organise doodle surveys

The unique opportunity to set up new relationships

Set your intention, vision and commitment for how you want to conduct yourself in these new relationships, for who you want to be.

## The Hoffman Tools

Below are a selection of the Hoffman Tools. You can find more on the graduate area of the website: [hoffmaninstitute.co.uk/password-protected/hoffman-toolkit](http://hoffmaninstitute.co.uk/password-protected/hoffman-toolkit), as well as audio and other downloads to support you.

### Awareness

Recognise and trace a pattern  
 Re-read your vow and recommit to it  
 Do a Quad Check  
 Write out a Vicious Cycle  
 Complete a Transference worksheet  
 Name your feelings

### Expression

Release emotionally  
 Release physically  
 Vocalise what's going on for you  
 Challenge your Dark Side  
 Have fun and play  
 Revisit the Emotional Child/Intellect  
 truce

### Forgiveness

Dialogue with the child of your parent  
 Practice compassion  
 Revisit the shame fire ritual  
 Practice self-forgiveness  
 Practice forgiveness for others

### New Behaviour

Identify patterns as they arise  
 Recycle or Precycle a pattern  
 Commit to your Vision  
 Use the De-energiser  
 Practice gratitude and appreciation

**I commit to using one tool for a month, to build my expertise with it so that it becomes innate.** Which tool do you choose?



# Thank you!

Next dates for Living Your Process:

Evening Zoom call on **Thursday 4th February** at 7.30pm

Next full day workshop: **Saturday 20th February**, 9.15am

Please note the date and time of your first peer support group here:

---

Until we meet again, remember that you can stay connected to Hoffman by joining the graduate Quad Checks on a Monday and Friday, Wednesday webinars and monthly Global Support groups.

Any other questions or comments, please email:

[stella@hoffmaninstitute.co.uk](mailto:stella@hoffmaninstitute.co.uk)

[serena@hoffmaninstitute.co.uk](mailto:serena@hoffmaninstitute.co.uk)

---