

# Energy LifeHacks for Thriving in a Disruptive World



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*Being an elite performer on the playing field of life is not about being perfect. Rather, it is about cultivating a mental focus towards mastery in every area of your life. It is about committing yourself, from the core of your heart, to manifest and polish your highest talents and become the person you are destined to be.”*

Robin Sharma

## Essential Energy Multi-Vitamin Credits

The following are a series of Multi-Vitamins that are beneficial for your well-being and mental health. This is a holistic approach to understanding and embracing navigational paths that can alleviate stress and assist you in boosting/crediting your daily energy budgets.

These **Multi-Vitamins** are **credits** for you to **remember, use** and to **ritualize** them. Bring them out of your subconscious so they can be used in a conscious manner for a holistic well-being. Take **Micro-steps** towards your success. Take a look at the list of multi-vitamins and add the vitamins you feel you wish to concentrate on for any individual day. This is certainly not an exhausted list, rather a start for you to contemplate and add your own vitamins to your credit.



*Energy not time is the fundamental currency of high performance.*

Jim Loehr, Tony Schwarz



# The 'A' Vitamins

## A-ccceptance

The ability to accept yourself, your talents, and skills as well as others and the situations around you is a real gust to all. Acceptance can remove a lot of stress because often there are situations, we can't simply do much about. (See the "Serenity Prayer" under C-ontrol.)

Accepting is not about giving up or into something you don't believe in, but it is simply recognizing that there is another point of view. When dealing with past situations that you have been completed it is best to accept them and learn from them. Move on. Holding on just keep you in the past and the similar situations coming at you from the future.

## A-wareness

Self-awareness precedes the ability to make a choice which precedes a change taking place. Waking up to your awareness is vital for your energy system. When you become aware of something the light bulb goes on. Knowledge happens and freedom appears. You feel lighter and happier. This is an energetic stimulus. Becoming aware opens new doors, choices, creativity and innovation and performance.

# The 'B' Vitamins

## B-alance

Work towards the art of balancing your life. Balance is a dynamic process. It not static. It is always changing depending on our situations, changes of mood and so forth. Balance means that all the various areas of your life to work together. When one situation happens in one area of your life it affects all the other areas on some level. Balancing assists you in energizing your body, mind, emotions, and soul. Balance gives you energy.

## B-reathe

How often are we aware of our breathing? What happens to it when I become tired? Stressed? Some simple breathing exercises can re-energize you and help you combat the "bad" stressors.

Take time to focus on your breathing. Our normal resting breathing is shallow and doesn't sufficiently expand to vitalize our brain and give us the energy we need. Do some full body exercises or else breathing exercises to get more air fully into your lungs. This assists you not only in gaining energy but also revives your spirit, mind and calms you down. It is a dynamic and restful energy booster.



# The 'C' Vitamins

## C-onsciousness

We need to be alert and conscious for the signs of stress and energy drains so that we can then avert them from the negative to the positive.

It is very important to bring the subconscious to an awareness level so that you have operative tools and knowledge to work with. In the height of stress this can be a challenge, but it is possible. In the subconscious lie your beliefs and values. Bringing your values forward to the conscious level gives you a tool to judge with what the reason you may be stressed about a situation.

**STOP, LOOK, LISTEN** to your inner subconscious and listen to what your body, mind and soul are telling you. Be Conscious in a proactive way.

*Wake up to your Consciousness, now! Once you have consciousness you will have awareness and then you will have more choices.*

## C-choices

One of the most common effects of stress is the feeling that there has been a reduction in 'choices'. Think of when that adrenalin is flowing in your body and your world is closing in on you – you are being restricted, confined in your decision making, your creativity and innovation. It may seem that you don't have any choices, but you do have choices in everything you do and feel. Stop and ask yourself

- ✓ What is happening at this moment?
- ✓ Is this something that I want to invest my energy on?
- ✓ Which choice will serve my values more?
- ✓ What are my options?

*Wake up to your choices, now!* Keep creating and innovating the solutions even when you think you have exhausted all the possible options and choices. Don't give up! **When the going gets tough, the tough get going!**



## C-reativity

Never lose your ability to sense the world around you. Employ your senses. Your senses play a large role in creativity as they stimulate the creative thought process. There are seeds of creativeness everywhere and in everything. You simply must be aware/conscious and move towards this. When the pressure is on some people will move towards growth and embrace these creative challenges with enthusiasm. Others who move towards the negative stressed state close most creative thinking and become blinded, deaf, and the feelings are turned to 'flight or fight' a very limited place to be – here is where the creative choices need to kick in.

How can you kick into your creative state? STOP, LOOK, LISTEN, SENSE. Take a moment away from all the stressful work and just be still and look around you.

*Wake up to your Creativity, Now!* Your creativity is a great gift to you. When you are not fulfilling it, you are limiting your potential to excel in life and grow. Here is your home base. Now time to hit a home run. Here is where you have control over yourself – your creativity as it is very personal.

## C-ontrol

Control is a big factor in stress, and it is important to realize what is in your control and what is not.

*"Lord grant me the serenity to accept the things I cannot change, the courage to change the things I can, and the wisdom to know the difference"*

Focus on what is within your control and flow with those things (or people) who are not.

## C-larity

Ask yourself – How does it feel when you have Clarity of Outcome, Purpose, Vision? Clarity defines our purpose, and our vision, our desired outcomes. It can motivate us, energize us, and reduce stress levels. In communication it is vital to have clarity. Clarity facilitates understanding between people, can minimize conflicts and help to move us to our common goals. Take the time to become clear on your purpose, outcomes, vision, desires. That will make your communication of them flow.

*Wake up to your Clarity, now!*

## C-oping

"I just can't cope anymore." When people are stressed, they are less able to cope with the different situations that unfold before them. We all have different coping mechanisms, and we respond to them differently than the next person. Each of us has a different breaking point. No two people are the same.

Being conscious of your coping mechanisms and taking control of them is a way for you to stay in tune with yourself. What are your coping mechanisms? What do you do to cope in certain situations (define on your own what situation)?

Become aware and know your coping mechanisms so they become a tool for you. Write them down for a time when you are in the thick of a project, a deal, working with clients .... Now you will have a memory of them in front of you that you can use.

*Wake up to your Coping Mechanisms, now!*

## C-hunking

Chunking is a process of organizing information so that you can handle it better and more effectively. Most of us can only work with limited amounts of information at one time.

'Chunking down' is a process of breaking down information to manageable parts. In other words working from the whole to its parts, from classes to examples, from an intention to behaviour, or from an outcome to the manageable steps in achieving it.

"Chunking up" works in the opposite direction and is the process of moving from smaller pieces or parts of the whole to larger pieces or parts which create the Big Picture. By chunking up or down you can ask yourself or someone else the question, 'What would that do for me/you?' This process of questioning will get all the chunks in place so that you can realize what you are reaching for.

*Where attention goes, Energy flows*

## The 'E' Vitamins

### E-xercise

Exercise is one of our great saving graces in life. We as humans and descendants of the Neanderthals need to have exercise. We are not meant to sit around all the time – our bones, joints, and muscles plus all our organs are there for a reason and that isn't simply living but functioning – using it. Exercising revives your body and gives it more energy. You have a transfer of breath in a deeper way which generates better blood flow and therefore mind related activities. Get up and move every so often. Go to the gym, walk stairs, walk in the park, move your arms around, stretch – the list goes on.

### E-xcellence

Aim for excellence and peak performance in your life and work. This does not mean perfection which can be a daunting and negative task. Moving or shift your thoughts to creating excellence which has a brighter form and meaning to it. Excellence is moving to the best of your abilities and stretching yourself to the maximum. Have clarity of intention to be the best, visualize it, feel it and it will be yours.



# The 'H' Vitamin

## H-umour

Without a good laugh and playfulness, we are sorry characters. Taking time for humour and laughter is a wonderful source of regaining your energy. It not only gets you smiling, but it fills your lungs with more air and circulates the blood better. It releases tension and stimulates the right side of your brain – the creative side. You are then using more whole brain activities which are a stimulus for good energy flow.

# The 'M' Vitamin

## M-editation

Meditation is an energy credit beyond any other credit. This may be the best investment you can ever make in your life, and it is free! Taken regularly, like any other vitamin, you become more adept at calmness, finding your inner source, better breathing, acceptance, and clarity. Meditation provides strength to your body and soul. It is a way to re-vitalize your complete self.

## M-icrosteps

Taking little micro steps is one way of success that you will have in building new habits and behaviours that will get you closer to your energetic well-being. It has been proven that when we make too many bold and big endeavours we will often fail along the way. Little micro steps even as short as taking you 2 minutes of time – are individual success moments of completion and joy.



*The river of life moves through you, except when it doesn't.*  
Dr. Stephen Gilligan

# The 'N' Vitamin

## N-utrition

Our bodies need fuel as much as we need to breathe. Yet, in your frantic days of 24/7 you may opt for the quick pick-me-up cup of coffee and sweet. That will give you a boost for the moment, but not too long afterwards, you come crashing down again. You need to learn to listen to your bodies and hear what it is telling you. Many times, when we are craving something, you need to drink more water. Get in the habit of going for the water first and then asking your body what you are really hungry for.

Healthy nutrition is an essential element to healthy life. If you don't eat well, you are not giving your body the fuel it needs to get through the day. Eat well to energize your human potential. Observe your eating habits and lay off the caffeine, sugar, carbohydrates, fat and all that junk food. Eat healthy and wisely to sustain and empower your energy resources. Stabilize what you eat and drink as it is directly related to your energy levels.

## N-ature

Being in nature will do wonders for your energy and overall balance of being. Never underestimate the healing power of being one with nature, looking at the trees, listening to the sounds in the air or water, being quiet and not on your phone, silence – the list goes on. It is the best healer you will ever want.



# The 'P' Vitamin

## P-ermission

It may sound strange to give yourself permission to do something, but consciously doing so can be one of the strongest motivators in achieving our goals. What you are doing is getting your holistic self behind what you want and what you are doing. You can enter the project, task, or activity with fullness with commitment. It allows you to learn, to succeed and to excel. Give yourself permission to be your best today!

## P-lay

Everyone needs to be playful in their life. Bring back that childlike quality. When we become adults, this playfulness is frowned upon as not being "mature". Yet, studies have shown that successful, mature adults maintain the element of play in their lives. Embrace your playfulness during the day on your energy breaks. You will find that this stimulates you and gives you more energy to do your work and is just plain fun! Be silly and you will see how this diversion can fill you with joy and feed your mind the necessary release it needs.

At age 67 Leo Tolstoy enjoyed his first bicycle lesson and spoke of it as rewarding him with "a sense of boyish pleasure." So don't allow your enthusiasm and energy to be diminished by a belief that as "responsible adults" we cannot indulge in such activities. Turn off any nagging voice inside or ignore others who make you feel that you should adhere to the Puritan work ethic – all work and no play. Give yourself permission to have fun.

# The 'R' Vitamin

## R-ecovery

To stay alert and productive throughout an average workday, you must refresh your sensory awareness and restore your energy reserves *before* they get too low. Don't wait until your bank account is empty. You need to integrate a variety of short balancing energy breaks into each working day. Numerous studies show that people usually hit a productivity peak at a certain point each day or over a span of certain hours worked. Then their efficiency, carefulness, motivation, and creativity steadily wane. Perform and schedule in Active Recovery into your life. It will truly make a massive difference in your performance. Take a little nap in your day. It is delicious.

**IMPORTANT:** Listen to and trust what your body is telling you. Each person's body seems to have its own unique way of working at peak energy levels.



*'Balance in large measure is knowing the things that can be changed, putting them in proper perspective, and recognizing the things that will not change.'*

Albert Einstein

# The 'S' Vitamins

## S-leep

Sleep is what rejuvenates us and revives us so we can have more energy for our work and play. Getting enough sleep is vital to our positive nature and keeping ourselves healthy. The body tells you what you should know. It knows to listen to its intelligence. Sleep is a factor that cannot be replaced by anything else. We are human, only human, not machines and we need our 'x' number of hours per day to sleep. Even to have a nap during the day will revitalize that energy that lies inside of you. Take a break and cat nap / 40 winks as they say. It will do you good and you will be more productive. When you have read something over many times and nothing is sticking – well what is your body saying – sleep, re-energize me, or change activities.

## S-uccess

'Success on the outside begins on the Inside.', Robin Sharma. Success is personal. Take your success vitamin each day. See all your actions as the path-road to success. A challenge to always do your best. You have the choice to live in negativity and focus your energy on the failures and spiral yourself downwards or to see "failures" as learning tools on the road to success. If you ask some of the greatest politicians and businessmen in the world, they will tell you that you need to 'fail' to succeed. What does this mean? That they seize the opportunity and choose to see the "failure" as an opportunity for growth and learning. Focus on your successes and learn from the failures. That is an energy booster.

# The 'V' Vitamins

## V-isualize

Visualization is one of the best processes of putting the outcome you want into your body, mind, and soul. By visualizing on your outcome, you are exercising your mind to put it into action fully with your permission and with positive energy. There is great energy behind the visualization process, and it creates clarity of vision. You are able to sense better what is it you want to achieve.

Elite athletes and top businessmen use this process to see where they want to go and then they create a plan of action towards making the visualization come to realization. Visualization is also calming and gets you focusing inside of yourself first then putting yourself into action.

# Further LifeHacks to Thriving

## Fuel Your Body

- ✓ Eat breakfast like a king, lunch like a prince and dinner like a pauper
- ✓ Don't skip meals
- ✓ Substitute green tea for coffee
- ✓ Drink a lot of water to thrive
- ✓ When you have the urge to snack, drink some water first
- ✓ Substitute nuts or fruit for the candy bar
- ✓ Spend 90% of your food intake on healthy, natural foods and with the remaining 10% treat yourself to whatever you want
- ✓ Check the labels on the food you are buying. Avoid too many processed foods
- ✓ Be active
- ✓ Rest and recover
- ✓ Listen to your body and follow what it is telling you

## Technology Advise

- ✓ Turn off your technology devices when sleeping.
- ✓ Take your technology devices out of your room at night
- ✓ Put your phones away and on silent when being with others and in meetings
- ✓ Take a day free of technology, checking emails, doing SM every month – be free and just with yourself and others
- ✓ Put an end point to your day and hold yourself to this. Yes, it is tough in the hybrid and remote working world. It will keep your sanity and health

## Social

- ✓ We are interconnected beings, and we need to have human touch and comfort. Surround yourself with good conversation, friends, and family
- ✓ Make a friend at work
- ✓ Collaborate with all your creativity as the community or team is greater than the sum of its parts.
- ✓ Smile at someone you don't know today
- ✓ Help someone that is in need
- ✓ Volunteer

*"The exquisite combination of a silent, unbounded, infinite mind along with a dynamic bounded, individual mind is the perfect balance of stillness and movement simultaneously that can create whatever you want."*

**Deepak Chopra, MD**

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## About the Global Nomad, Kevin Cottam, PCC

Global Nomad, Leadership Coach, Professional Speaker  
Author: The Nomadic Mindset: Never Settle...for Too Long; Aha, Mother's Pearls.

For over 40 years, Kevin has choreographed, inspired, coached, and guided, world and Olympic figure skating champions and directed the 1988 Olympic Closing Ceremonies. He has shared his fresh knowledge and methods with global leaders and organisations like Novartis, Club Med, Givaudan, Paypal, DBS, the European Union Institutions and Agencies and more.

Author of The Nomadic Mindset: Never Settle...for Too Long, his nomadic nature has taken him to study and research nomadic cultures in Mongolia, Kenya, and Morocco to look for the ancient wisdom we can adapt, evolve, and apply to our sustainable modern leadership and lives.

People say, Kevin, is 'an out of the box' coach or speaker. His authentic quiet supportive graceful authority, powerful and inspiring presence, and refreshing unique ability to dare and draw out the best performances in people plus coming from outside their industry is why clients seek him out to work with them.

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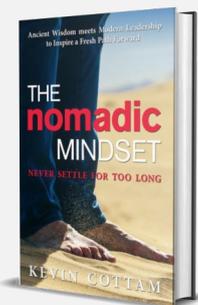
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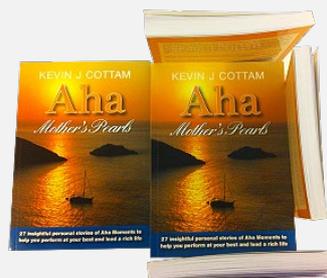
## Books



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