

Mindfulness at Work: Managing Stress with Intention Course (Self-Paced)

Your job doesn't have to overwhelm you -- learn science-based techniques to skillfully navigate daily challenges and manage stress amid the chaos of work.

Group classes in Live Online and onsite training is available for this course. For more information, email onsite@graduateschool.edu or visit: <https://www.graduateschool.edu/courses/manage-stress-through-mindfulness>



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Course Outline

Module 1: Class Introduction

- Course goals and how the self-paced format works
- What to expect from a mindfulness-based approach to stress
- Setting a personal intention for the course

Module 2: What is Stress?

- The body's stress response and why it exists
- Common workplace stress triggers
- Short-term vs. chronic stress
- How unmanaged stress affects performance and well-being

Module 3: Foundations of Mindfulness

- What mindfulness is -- and isn't
- The science behind mindfulness-based stress reduction
- Core mindfulness skills: attention, awareness, and acceptance
- Simple ways to build a daily mindfulness practice

Module 4: The Relationship Between Stress & Mindfulness

- How mindfulness interrupts the stress cycle
- Reactive vs. mindful responses to pressure
- Building capacity to notice stress as it arises

Module 5: Decenter Stress with Mindfulness

- The concept of decentering from stressful thoughts
- Creating space between a trigger and your reaction
- Practicing nonjudgmental awareness of stressful moments

Module 6: Use Mindful Awareness to Beat Stress

- Breathing and relaxation techniques for in-the-moment stress relief
- Grounding exercises for high-pressure situations
- Bringing mindful awareness into everyday work tasks

Module 7: Shift from Negative to Positive Mindstates

- Recognizing negative thought patterns under stress
- Techniques for reframing stressful situations
- Cultivating a more positive, resilient mindset

Module 8: Respond vs Reacting to Stress

- The difference between reacting and responding
- Mindful communication practices for difficult moments
- Having difficult conversations with greater calm and clarity

Module 9: Personal Mindfulness Plan for Stress Management

- Identifying your personal stress patterns and triggers
- Selecting the techniques that work best for you
- Building a sustainable, ongoing mindfulness practice