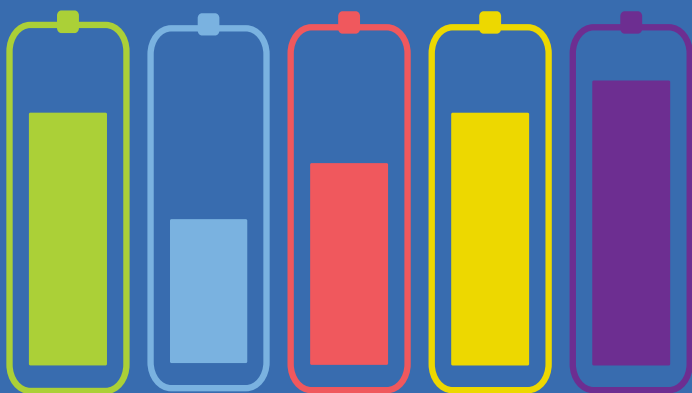


Recharge your Batteries

Optimize your energy, be at your best



Francesca Giulia Mereu
Robert Vilkelis

Foreword by **Joëlle Germanier**
Executive Director – CCHN
Center of Competence on Humanitarian Negotiation

Recharge your Batteries

Manage your energy, be at your best

You check the batteries of your phone almost daily- to make sure that you recharge them before they run down, but how often do you take time to recharge your own “batteries”?

When your batteries are under or overcharged:

- Your presence comes across as inappropriate, too weak or too strong
- Your actions are ineffective reactions, often sabotaging your goals
- You get physically run down, mentally scattered or emotionally frazzled, or a mix of these!

When your batteries are at the optimal level:

- Your presence comes across as trust-inspiring and confident
- Your actions help you reach your goals
- You are vibrant and alert and also calm and grounded

To mobilize, focus and sustain the energy of their people, leaders must be able to mobilize, focus and sustain their own.

Francesca Giulia Mereu provides a powerful framework and tools for every leader to manage their energy more effectively and realize their highest potential.

— Michael Watkins

Author of “The First 90 Days: Proven Success for Getting Up to Speed Faster and Better”



Francesca Giulia Mereu: As an executive coach for 25 years, Francesca Giulia works with senior leaders worldwide. She has trained in numerous body-mind methods, including Qi-Gong, yoga, and NLP. Currently, she focuses on resilience and pressure management in high-stakes situations. She works with IMD Business School and CCHN-Center of Competence for Humanitarian Negotiation



Robert Vilkelis: With a diverse background in higher and further education, Robert is an NLP Master Trainer, certified Scrum Master, and coach for data apprenticeships. He is the co-founder of Masters of Impact, specialising in strategic communication coaching and training, and serves as the director of a Japan-based English language summer camp

Illustrations by Harry van der Velde:
zicht.com



www.pem.pm

Recharge your Batteries

How to optimize your energy and
be at your best more often



Francesca Giulia Mereu
Robert Vilkelis

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Illustrations by Harry van der Velde

“ “ To Amah Sia for her support and
trust that ‘practice makes possible
long before it makes perfect’ ” ”
Francesca Giulia

“ “ To my mother, Ilaria, who continues
to nurture my mind, embolden my
heart and open my world. ” ”
Robert



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Welcome!

This is a toolkit to mobilize, focus and sustain your energy. To customize it to your specific needs, you have two resources available online:

- The private LinkedIn group to receive practical tips every 6 weeks: www.linkedin.com/groups/7472737/
- The Energy Check to assess how you take care of your energy: [www.pem.
pm/energy](https://www.pem.pm/energy)



Wishing you flow and focus

Preface

20 years ago, I started my journey as a young humanitarian professional. With little to no clue about what I was getting myself into, I wish I could have brought this valuable book in my suitcase as a companion.

I have always felt grateful to exert a profession that teaches you so much about human beings. Witnessing people in the direst situations standing on their feet and looking ahead with determination and hope, has been an immense source of inspiration and a unique resource for me to keep going.

As humanitarians, like in many other professions, we tend to focus on the outside, on supporting others while putting aside ourselves. It doesn't matter where we work, and what we do; I believe that we all have the responsibility and much to benefit by investing in our own well-being.

I truly encourage every professional eager to grow, perform, and care for others to read this precious book and start to act. Every 'Mini-Habit' you apply today will make a difference tomorrow for yourself and the people around you.

I wish you much joy and fulfillment in this journey!

Joëlle Germanier

Executive Director – CCHN – [Center of Competence on Humanitarian Negotiation](#)



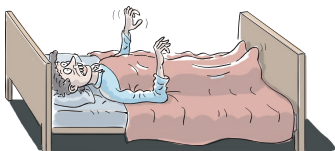
Introduction

Introduction

Like most busy professionals, you know that your cell phone and laptop batteries must be charged regularly – but do you ever stop to think about recharging your own batteries?



- *Do you often feel tired by the end of your working day?*
- *Do you aspire to have a much healthier lifestyle... yet struggle to change your habits?*



- *Do you find it difficult to wind down and switch off to fully enjoy your personal life?*
- *Do you wonder if you can keep up with your pace for the next five years?*

If you answered **yes** to any or all these questions, it is time to consider optimizing your energy level. When your work hinges upon your ability to be highly visible, make key decisions and be consistently available, mindful energy



management is core to your performance and not simply a 'nice to have'.

As a book grounded in my experience as a leadership coach, *Recharge Your Batteries* is written to provide you with concepts and techniques developed and improved thanks to the many professionals I work with for more than 25 years.

I facilitate seminars in different countries and in different professional circles. The participants themselves are managers and leaders. My challenge has often been providing tools for people with full agendas and little time to practice, yet require speedy results. The approach that I devised with – and thanks to – my coachees will also help those who want clear and achievable steps to increase their well-being and performance.

With the second edition, I've collaborated with Robert Vilkelis, a long-time friend, education professional and communication specialist, to author a new chapter on the Social Battery, introduced to the framework in 2020. In addition to updating the contents of the book – mostly based on the pandemic's insights- the Social Battery focuses on how our wider context impacts and interacts with our own energy.



Alongside this, I'm excited to include a personalized tool to help you begin assessing your habits right away: the online Energy Check. By taking a few minutes now, you can assess how you take care of your energy, how you could create new habits, and get the most out of your reading. The assessment is anonymous, you do not need to enter your email to download your results. Go to <https://www.pem.pm/energy> to get started.

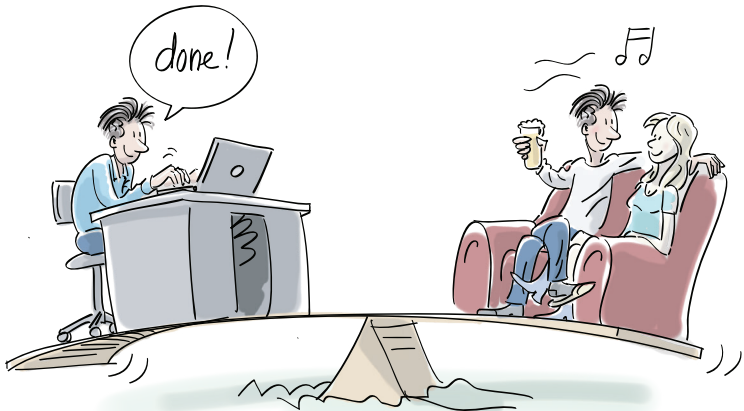


Here are two goals you can achieve with this book:

1. *Increase your available energy to reach your goals more easily and improve your quality of life.*
2. *Learn new tools to build a 'self-care routine' to recharge your batteries on five levels: physical, mental emotional, spiritual and social.*



What is a self-care routine?



Work Life Balance

Put simply, a self-care routine is a customized set of habits that help you to be more often and more easily at your best. It prevents your batteries from getting too low, monitors your need to rest after a 'high', alerts you if you are overusing or not using the same resources enough and generally increases your ability to bounce forward and recharge faster and more easily.

We all have routines, habits and behaviors to care for our well-being. They may have worked very well once, yet they need to be regularly updated, just like software. Doing so will enable you to express your 'best



self' by adapting your routine to your present situation and finding answers to questions such as:

- *Do you have enough energy to match your needs, priorities and goals?*
- *How do your current habits support your quality of life?*
- *Contrary to this, how do certain habits undermine or sabotage it?*
- *How could you recharge your batteries more often, even if you have little time to spare?*

Together, with the aid of this book, we will explore the five levels to further improve these dynamics:

1. The **physical** level, which optimizes vitality and overall well-being.



2. The **mental** level, which leads to more consistency and clarity between your thoughts and actions.



3. The **emotional** level, which channels your emotions and expresses them in a way that helps – not hinders – your well-being and relations.

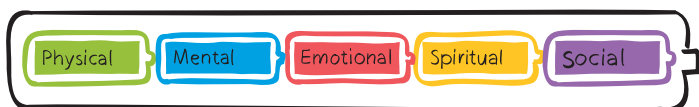


4. The **spiritual** level, which develops a strong motivation, deep-rooted in your values. This level refers to what is meaningful in your life, such as your passions, beliefs, and ethics – but not towards a particular religion!



5. The **social** level, which embodies the ‘context’ of our energy – something that, during the pandemic especially, we all realized the huge impact it has on us. It refers to your surroundings, relationships, and professional environment.

In reality, we are more than just the sum of five different levels: we are a complex system where these levels are interrelated and interact constantly. The battery framework makes it easier to identify and structure how and when to act to optimize your energy.



Your Energy

I would also like to clarify two words you will often encounter throughout this book: **stress** and **resource**. For this book, the term **stress** is used as a synonym for blocked energy. The term **resource** means that this energy, once unblocked, may circulate and is available to create what we wish.



To put that into perspective, let's take an example. Imagine that you have just finished that all-important meeting that did not go too well, and are still frustrated. This frustration itself is a natural feeling. However, it can become a problem if it becomes lodged inside you and you find yourself dwelling on it for days instead of acknowledging your feelings, learning from them, and moving on. You are better off trying to regain access to your patience, your clarity, or your focus. This way you can learn and choose more smoothly what you want to do next.

The same is true if you had a great day, but now it's late at night, and you need to reduce your adrenaline level in order to rest. This is easier said than done. The key is to move from one state to the other. However, that it's not about denying the facts or fleeing from a problem: it's simply about observing, recognizing, and finally accepting what is happening both inside us and around us, and then responding more effectively.

In this case, 'more effectively' means that our actions are based on a conscious decision that is better aligned with our objectives, and not upon an uncontrolled, scattered, or random reaction. A feeling of fluidity and clarity emerges from this new approach. Imagine water that flows and takes to rough terrain while keeping its identity as water, allowing you to focus on the long term.



To help you take in and use these concepts, Harry created the following two images:



When you are in a resourceful state, you are likely to feel that:

- You are comfortable in your mental and emotional space.
- You have a comfortable buffer. Imagine a large protective energy bubble constantly surrounding you – protecting you from negative thoughts that allow you to figure out calmly and clearly what to do next.
- Your actions are coherent choices, aligned with your values and your goals.
- You can easily access all your inner resources and feel you have the time you need to face the situation.
- You are confident that you can deal with what happens without overreacting.



In a nutshell, your imaginary bubble supports you to act like your ‘better self’.



When you are in a stressed or blocked state, you are likely to feel that:

- Your actions are scattered reactions and only partially helpful in achieving your goals.
- You are physically run down, mentally too wired, or emotionally upset – or your own version of the three!
- It is difficult to access your inner resources your values and your goals are no longer clear.
- You are less able to self-regulate and influence your context. People and situations seem to ‘hit’ you closer and your resilience decreases.

Your imaginary buffer; it’s no longer filtering the events and feels inadequate and ineffective. Here, you’re neither feeling nor acting like your ‘better self’.



Your energy bubble constantly morphs throughout the day: *it expands, shrinks, and moves*. These changes are expected. What is important to know is how quickly and easily your bubble morphs back into a shape and size where you feel comfortable, as well as what you can learn from these changes.

How is your bubble right now?

Take a moment to sense it. How would you describe it? Engage all your senses. Notice its size, quality, color, sound, texture, smell or taste. When it comes to being present to your energy, you want to regularly check your bubble, notice the implications of its changes, and decide what you will do about it.

And if ‘the energy bubble’ does not resonate with you -yet- discard it for now and read on!

You will find a chapter for each of the five levels of our energy: physical, mental, emotional, spiritual and social. Each chapter is divided into two main sections:

- 1. Facts and ideas to explore.*

First, we explain the models and ideas behind the tools we will use.

- 2. Actionable tools and techniques to try.*

Second, we explore practices that you can implement



– the same ones that my clients have found most effective throughout the years.

Since I wrote the original French edition of this book, I have revised my framework many times to incorporate updated strategies and resources, and to keep it current for the world of today – a lot can change in a few years, as we know! The most significant change happened with the creation of the Energy Check. It connects the general tools and ideas described here with your personal and unique situation. As a result, you can choose more accurately what is useful for you in this book and put aside what is less relevant for now.

With that said, let's begin our journey together. Like any journey, it will be defined by your mindset going into it as much as it will be by what you encounter! With this in mind, the mindset that I suggest to get the most out of this book is brilliantly summarized by this quote:

[“Practice makes possible before it makes perfect.”](#)

–Artie Egendorf.

So, let's start this way!

