

**5 Simple Steps to  
Successful Behavior Change**

# **Renew Your Mind**



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*Have you had difficulty changing a bad habit?*



*Do you feel stuck?*

You're not yet where you want to be, but not sure how to get there either...

Not being able to change doesn't mean you're weak, stubborn, or lazy. Whatever it is that you resolved to do (or stop doing) in the past, there's no doubt you meant it.

*So what's been standing in your way?*



Your mind may have a hidden agenda of its own to keep your life under control and maintain the status quo.

It is likely to reject anything that it perceives as new, unsettling, or potentially dangerous. This inherent resistance protects you from the negative disruption that sudden change can bring.

Unfortunately, these built-in defense mechanisms can often sabotage positive change in your life as well.

*“The first step towards getting  
somewhere is to decide you’re  
not going to stay where you are.”*

*- John Pierpont Morgan*

Most people don't realize the importance of their thought life and the impact it has on their body and emotions. Your body does what your mind tells it to do. Your mind controls your actions.

So you won't be able to change your behavior without changing your mind.



*Renewing your mind is the process of  
changing the way your mind operates.*



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*“Be transformed  
by the renewing  
of your mind...”*

*Romans 12:2*

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If you want to successfully change your behavior, one of the best things you can do is to monitor your thought life and adjust your thinking. But you must be willing to look at your entrenched patterns of belief through a fresh lens. You need to become deliberate in your decision to monitor your thoughts and the assumptions you have been making.



The process of renewing your mind requires you to consider possible ways that your thinking may be distorted. Working through the following 5 steps can uncover previously hidden insights into what has been holding you back.

## *Starting the **RENEW** process: Identify your goal.*

This should be something that would make a significant difference in your life and you are truly motivated to change. Perhaps it's the New Year's resolution you've been making (and breaking) for a decade. Identify some specific, concrete behaviors that are required for you to achieve your goal.

### *Step 1: Recognize Reality (R)*

This is where you identify behaviors that are actually working against your success. List the specific behaviors that you are doing instead of making the positive changes you desire. You don't need to explain yourself here, just notice and write them down.

Identifying these counter-productive behaviors is already substantial progress, but you're not finished yet! Simply changing the behavior won't get at the root of the problem. It won't renew your mindset or soothe those subconscious defense mechanisms that can sabotage your long-term success.

## *Step 2: Evaluate the Effects (E)*

As a next step, take some time to think about the results of your current behavior pattern. How does it affect others? What consequences are you experiencing by not changing this behavior?

## *Step 3: Name Your Underlying Needs (N)*

This is where you need to look closely at your underlying motives for maintaining the status quo. When you're not doing something you believe would be positive for you, it's because some other competing need is holding you back. These needs are typically rooted in fear or anxiety. Anxiety is one of the most prevalent and least understood emotions. We all experience anxiety, just by being human. But anxiety typically intensifies when we're confronted with something new, unfamiliar, or threatening.

So identify what is uncomfortable or scary to you about following through with this change in behavior. Ask yourself, *"What am I afraid of? If I actually accomplish what I stated as my goal, what am I worried will happen?"* This is usually a deeply personal response to what your mind perceives to be an impending disaster.



### *Step 4: Examine Your Expectations (E)*

The competing motives you just identified are often the result of an internalized core belief you have been firmly holding onto for years. These ideas may or may not be accurate. Often they are flawed or at least questionable. Uncovering your assumptions or beliefs in this step is often when the “light comes on.” You gain a better understanding for why you have been stuck. Notice how your internalized beliefs and ingrained patterns of thinking lead to behaviors that undermine, rather than support, your goals.

### *Step 5: What if I've Been Wrong? (W)*

Testing your beliefs can help get you unstuck. Start by re-examining your assumptions and challenging their validity. You may need another person to provide an objective and alternative point of view. Then, begin experimenting and practicing with new behaviors that can challenge your previous assumptions. Start small and be specific about actions you can take to modify your behavior. Gather information that will help you evaluate the validity of your long-held beliefs.

The following pages include examples to illustrate how others have renewed their minds and uncovered their hidden assumptions as they worked to change their behavior.

Page 14 provides a blank worksheet for you to get started on your own plan. You may want to consider working with a partner or a coach to objectively walk through the steps suggested here.

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# RENEW Your Mind: Letting Go of “Perfect”

**Stated Goal:** *“What I want to do”*

I would like to stop putting so much pressure on myself to be perfect. I want to learn what “good enough” is and not get lost in the details of work. I could delegate more to others. I would like to relax more.

**R**

Recognize  
Reality

*“What I’m actually doing instead”*

I work long hours, evenings, and weekends to maintain control of the work; I don’t ask for help because I don’t trust anyone else to do it right.

**E**

Evaluate  
the Effects

*“The consequences of my current behavior”*

I am exhausted by the end of each day; I don’t consider anyone else’s perspective when making decisions; I don’t have time to think about the big picture because I micromanage the details

**N**

Name Your  
Underlying Needs

*“What is stopping me? What am I afraid of? My competing motives...”*

If I delegate to others, they will mess it up; I’ll waste time trying to explain the work to others (it’s just easier to do it myself); if the work isn’t perfect, I will lose credibility and respect

**E**

Examine Your  
Expectations

*“I’ve been assuming or believing...”*

No one else can be trusted to do quality work; I will be indispensable if I am perfect; it’s not ok to make mistakes; I must avoid criticism at all costs; my value is dependent on my performance

**W**

What if I’ve  
Been Wrong?

*“Are my previous assumptions valid? What is the truth?”*

I can delegate even if others will not do it as well as me (it will provide a learning opportunity for them); maybe someone else has a better idea; being perfect all the time is not a realistic standard (it’s a burden); my value comes from within (separate from my performance)

# RENEW Your Mind: Getting Comfortable with Self-Promotion

**Stated Goal:** *"What I want to do"*

I would like to be more visible at the office; to "own" my leadership position; I would like to advance someday; I would like to be more comfortable sharing my accomplishments with others

**R**

Recognize  
Reality

*"What I'm actually doing instead"*

I wait to be asked about my work; I let others speak for me about my work; I stay buried in my work; I am reserved and cautious when talking about my success

**E**

Evaluate  
the Effects

*"The consequences of my current behavior"*

Others are getting promoted instead of me; I am not getting "noticed" despite working hard; I haven't built a solid network of supporters; no one knows what I have accomplished

**N**

Name Your  
Underlying Needs

*"What is stopping me? What am I afraid of? My competing motives..."*

I am already so busy, I can't spend additional time focusing on self-promotion; if I try to get myself noticed, people won't like it (or me); I'm not good at it; I'll be wasting others' time

**E**

Examine Your  
Expectations

*"I've been assuming or believing..."*

My work will speak for itself; those who self-promote are superficial/fake; I won't be taken seriously if I brag about my work

**W**

What if I've  
Been Wrong?

*"Are my previous assumptions valid? What is the truth?"*

If I wait for my work to speak for itself I'll be waiting a long time; some people can share their accomplishments in a way that doesn't seem superficial (role models); sharing my strengths helps my organization know best where to place me

# RENEW Your Mind: Improving Work-Life Balance

Stated Goal: *"What I want to do"*

I need to find a better work-life balance for me and my family. I would like to be able to relax and enjoy time with my kids.

**R**

Recognize  
Reality

*"What I'm actually doing instead"*

I work 10 hour days, I bring work home on evenings and weekends, I work on my cell phone during my kids' soccer games, I don't take vacations, and I don't even stop working for lunch most days of the week

**E**

Evaluate  
the Effects

*"The consequences of my current behavior"*

I am exhausted, I am stressed out, I have no "life" at this point, my family life suffers, my kids feel neglected, I feel guilty

**N**

Name Your  
Underlying Needs

*"What is stopping me? What am I afraid of? My competing motives..."*

I can't slow down or my performance will suffer, my image as a hard worker (i.e., indispensable) will decrease, I won't be "superwoman"

**E**

Examine Your  
Expectations

*"I've been assuming or believing..."*

I have to devote all my energy to my work to maintain my reputation, there is no room (time) for fun or relaxation, I have to do it all by myself, I need to be the star in every role

**W**

What if I've  
Been Wrong?

*"Are my previous assumptions valid? What is the truth?"*

Other things are important in my life besides work, I can't keep up this pace at work and stay healthy (physically or mentally), I can set some reasonable boundaries, maybe I can let others help out (both at work and home)

# RENEW Your Mind: 5 Steps to Successful Behavior Change

Stated Goal: <i>"What I want to do"</i>	
<b>R</b> Recognize Reality	<i>"What I'm actually doing instead"</i>
<b>E</b> Evaluate the Effects	<i>"The consequences of my current behavior"</i>
<b>N</b> Name Your Underlying Needs	<i>"What is stopping me? What am I afraid of? My competing motives..."</i>
<b>E</b> Examine Your Expectations	<i>"I've been assuming or believing..."</i>
<b>W</b> What if I've Been Wrong?	<i>"Are my previous assumptions valid? What is the truth?"</i>





Obviously, renewing your mind is not a one-time event. Retraining the way your mind works will take further time and commitment. As you begin to realize that the beliefs you have been clinging to are false (or at least partially), your resistance to change will diminish and new behaviors will begin to feel more natural.

# If you would like assistance working through the RENEW Your Mind process, contact me to arrange an appointment.

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- (1) rise to their full potential,
- (2) elevate to excellence in their personal and professional lives,
- (3) live and lead at the highest level.

I help leaders leverage their influence so they can have an increasingly greater impact on others. I bring clarity, direction, and perspective. You get better at what you do.

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