

Mental Wellbeing

A Handbook for Young Entrepreneurs





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Introduction

This handbook is for entrepreneurs at any point in their journey.

Recognising that we all have mental wellbeing needs is an important part of our entrepreneurial journey – let's be clear Mental Wellbeing doesn't mean Mental Illness.

There are tools in this handbook that are designed to support your development as a unique person and as a businessperson. Use the tools that are helpful and try and understand the ones you don't think are so helpful. This isn't an 'activity' handbook; it is a way to support your personal development in relation to your Wellbeing.

Being true to yourself and your routes can be a challenge when you are an entrepreneur, having the confidence and self-esteem to stay true can be developed.

You're running your own small business, raising, and running out of cash, dealing with customers, building a team, growing before a competitor grabs the market. There's never enough time in the day, and it can be difficult to turn off. During all this activity, do you have the chance to take a step back from what you are doing and consider your own mental health and wellbeing? You wouldn't be alone, and it wouldn't be weak to admit, if you are feeling anxious, sleep deprived, out of shape or, more seriously, depressed. There is growing evidence that entrepreneurs are more vulnerable to mental illness than the general population.

Foreword

A good laugh, a good meal and a good sleep.. and if that doesn't help, a professionally developed mental wellbeing guide for young people will help.

In recent times young people have faced the most uncertain of times and coming out of that uncertainty with motivation and good mental wellbeing may be much to ask.

This handbook has been developed to support young people to rise from the ashes and find focus and nurture their potential. We are losing good people at an alarming rate because the support just isn't there.



Supporting projects such as the John Cracknell Youth Enterprise Bank is one way of making sure I support young people at the grassroots level on a local and national level.

I put on record my thanks to Hannah and Sue of Inspire Ignite along with Georgia, James and Sammy the Youth Enterprise Champions who have developed this important guide as part of **#FutureYou** Campaign.

I hope that all those who use this invaluable guide to Mental Wellbeing, value its content and realise that there are people always willing to support them if and when they need it. After all, business owners know more than most, the importance of communication and working together.

Lucy Beaumont

Actress and Comedian

Vice President of John Cracknell Youth Enterprise Bank

Acknowledgements

Inspire Ignite and MC4C would like to thank Youth Enterprise Ambassadors, James Danville, Sammy Gibson and Georgia Wormald for their support and encouragement in relation to the development of this handbook. We wish you well on your entrepreneurial journey.



BIG13 Enterprise Skills



1 Finding

Finding your best supporters and asking for help



2

Knowing what the risks are and seeking support when needed – you are not alone



3

Finding that Win-Win outcome



4

With the important and not so important people – everyone



5

Developing the confidence to think big and bold



6

Keeping going when you feel like giving up



7

Initiative is having the capacity and imagination to do something in a new way and having the courage and willingness to do it.



8

Doing so will organise your thinking and your priorities. It will give you a clear and coherent vision for the success of your business



9

You'll confront many hard problems for the first time, often without any idea of how to solve them



10

The entrepreneurial leader takes responsibility for their actions and those actions must be more proactive than reactive



11

Making the right decision for you



12

Knowing the balance sheet is important – if it's not in your comfort zone – know who you can turn to, who you can trust



13

Having design-driven mindset shapes the vision for successful products and businesses



Using the Big 13 Enterprise Skills, how can you move towards your true potential as an entrepreneur while looking after your mental wellbeing?

Let's have a look...



Perhaps this might sound wrong when you are an entrepreneur, going it alone, but what about finding out what you're best at and creating support from people that have the skills you don't? Being an amazing entrepreneur does not mean you have to specialise in everything!



Jim Rhon said; "You are an average of the 5 people you spend the most time with."

- Do you agree with Jim?
- Who do you spend the most time with?
- Should you include yourself?



Consider your entrepreneur journey What roles in the business do you need help with? Who in your life can help you with these? Does anything STOP you asking for help? If so, look at the reality of this and the impact on your business.

Who?	What do they positively add to your business?



Check out the SMART goal setter — managing risk is key to success and letting the fear of the risk rule your actions will impact on your mental wellbeing, using the SMART tool can help you see the risk and how to navigate the wave that it can create. Being too afraid is what can hold us back. Look back at the last page — who do you know that can support you, the way you need to be supported?



When setting goals for yourself, make sure they are Smart goals, otherwise you could set yourself up to fail, and this impacts on mental wellbeing!

Specific

Be very clear what you want to achieve. Consider breaking the goal down into smaller steps.

Measurable

How will you know when you have achieved your goal? What will you be doing at that time? What will others notice you doing? What will be different? What will you have started or be doing regularly? What will you have stopped or be doing less of?

Achievable

Ensure your goals are not too high. Don't set yourself up to fail! Consider setting smaller goals on your way to the big one.

Celebrate your successes. If you don't achieve what you set out to, then ask what you could do differently, what would make it more likely to succeed next time?

Realistic & Resourced

Is this achievable with the resources you have? Are there any other resources you need to help you achieve your goal? How can you access these resources? What problems might you have? What can you do to minimise those problems?

Time Limited

Set a reasonable time limit to achieve your goal. 1 week, 1 month, 6 months, 1 year, 5 years? Consider different (smaller) time limits for smaller steps.

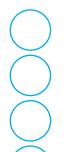
Give it a go!





For those of us who are not the most confident, **PEACE** is a great way to engage with those we HAVE to talk to in business! Prepare and plan. Write it down, role play it with a friend – develop your knowledge of what you need from the person you need to negotiate and influence.





- Preparation & Planning
- E ngage & Explain
- A ccount
- C onclusion / Closure
- E valuation

WHAT DO YOU NEED TO GET FROM THE CONVERSATION?

The best outcome

- What is the minimum?

The minimum

- What is the best outcome?

P		
P E A C		
A		
E		



The ideal outcome from any communication is having a win-win situation – this may need compromise.

What does compromise mean?

Think about a time when you have needed to compromise. What did this feel like?

When you are talking to customers, workers, or your business supporters, when would compromise or assertiveness be useful?



How do we communicate?

Let's look at the 3 ways we communicate:

Body Language What They Say

Tone of Voice

What do we remember about someone when we first meet them?

What % do
you think each of
these makes up
when we first meet
someone or they
meet us?

Body Language	%	
What they say	%	Answer on page 25
Tone of Voice	%	

Why is knowing this important? Because first impressions count, it's also about being who we truly are and representing ourselves as we want to. If you have an important meeting and you think it's expected you will turn up in a suit, but you don't – what does this say about you? If you believe that dressing up in a suit doesn't represent who you are or your business well – it's your choice.

Be wise in your decisions – ask others for help – remember the 5 people you chose on page 5. Can one of those people talk it through with you?



Have you heard of Mindfulness? As a tool for improving mental wellbeing, its great! To develop creativity and innovation it's also great!

- Mindfulness can drastically improve your business
- Mindfulness is a powerful tool for even the most successful entrepreneurs.

Use it to improve your focus, awaken a deeper creativity, communicate more effectively under stress. You cannot change the past, other people, or the outcomes you will face as an entrepreneur. However, the one thing you can do is be in control of yourself. The thing with mindfulness is that you have to practice it – practice it everyday 2 or 3 times a day – then when you need to use it in a particular situation it'll come more easily.



Focus10 Mindfulness can be done ANYWHERE; on the bus, walking along the street, or when going into that important contract meeting. It can help dissolve some of the negative thinking patterns and help you become more aware of your potential.

Mindfulness is simply about being able to control your breathing and this enables you to minimise and control anxiety. Practicing everyday at least once will mean when you need mindfulness it will work!

Mindfulness is not about religion.

Focus10 Mindfulness is a very simple form of meditation.

Mindfulness encourages a break from unconscious habits of thinking and behaviour that stop you developing you and your business to its full potential. By developing Focus10 as part of your daily routine you will be able to be more focused and alert with your mind fixed on action and set on achieving.

- Focus10 is about being constantly aware of your body, mind, and surroundings.
- Focus10 uses your breathing to achieve clarity and focus.
- Focus10 enables a focus on the present, the here and now.
- Focus10 Mindfulness is a key to unlock:
 - Focus
 - Clarity
 - Stress reduction
 - Anxiety reduction

IMPORTANT

Focus10 is NOT about dampening your enthusiasm or sending you to sleep.





Here's an example of Inspire Ignite's FOCUS10 mindfulness:

- Be in a comfortable position sitting or standing
- Focus on your breathing. Breathing in through your nose and out through your mouth.
- Release the rest of your thoughts and concentrate on your breathing.
- Slowly control your breathing. Breathe in through your nose and out through your mouth. Now focus on what you want to achieve in the day ahead and put everything else to the back of your mind.
- Focus on that goal and how you want to achieve it. Once you are in control
 of your breathing you will be in control of any anxiety and any other
 feelings, to be able to achieve your goal.



In through your nose for 1, 2, 3
Hold for 1, 2, 3
Out through your mouth for 1, 2, 3

BREATHE

Slow your breathing down

In through your nose for 1, 2, 3 Hold for 1, 2, 3 Out through your mouth for 1, 2, 3



Continue to control your breathing throughout this example



Now **focus** on your heartbeat. Feel your heartbeat slowing down, really **focus** on your heartbeat, and now you are going to slowly feel your heartbeat from the top of your head, through to your shoulders, through your neck (slowly) through your arms, through to your fingers, back up through your arms (slowly) through to your chest, all the time focusing on your breathing as well, taking time to **focus**. Take the feeling of your heartbeat through to your stomach, slowing it down, through your legs, through to your ankles (slowly), right through to the tips of your toes, controlling your breathing all the time.

Now bring your heartbeat back up through your toes through your ankles (slowly), back up through your legs, through your stomach and back to your chest. All the time controlling your breathing.



In through your nose for 1, 2, 3 Hold for 1, 2, 3 Out through your mouth for 1, 2, 3



You are completely in control of your thoughts and emotions



In your mind take yourself into a room. This room is completely empty. You're going to make this room your safe room. You're going to paint it your favourite colour, a colour that gives you a sense of wellbeing.

Every part of the room, the walls, the doors the floor and the ceiling are going to be painted your favourite colour, and you're going to continue the breathe;



In through your nose for 1, 2, 3 Hold for 1, 2, 3 Out through your mouth for 1, 2, 3



You're going to look at the back wall in your room and on this wall is your favourite picture. You're going to allow yourself to be immersed in your favourite picture, soaking up the feeling of wellbeing the picture brings you, remembering to control your breathing.

Now you are going to come back to the present moment feeling in control.

Listen to Inspire Ignite's free Mindfulness download:

https://tinyurl.com/y8f8sex5

With a clear mind make some notes here about what your vision is for your business, or who can support you with your Creativity and Innovation:



Being positive can be hard if you feel alone or if you want to be alone, but loads of people are around you?

How can you support your development of a positive attitude? First let's look at why we do what we do

Is there a way you think that you would like to change? For example – I can't do my tax return so there is no point in carrying on with my business idea.

Is there a behaviour you don't like – some people get angry or cry when they don't understand something or when something isn't going the way they want it to, or maybe go silent or shout.

Don't read any further down the page than this quiz.

WHY WE DO WHAT WE DO?

Put the following four words in the circles in the order that you think fits best.

OUTCOME - THOUGHT - BEHAVIOUR - FEELING

Answer on page 25



If we understand that our thoughts impact on how we feel and this impacts on our behaviour this results in an outcome we can start to positively change our attitude to the things we don't like or that we know is holding us back —

- Outcome = get a fine from the TAX office
- Thought = I am no good at maths
- Behaviour = not completing my TAX return
- Feeling = upset or deflated or irritated

Changing the way we think about our TAX return can have a positive outcome:

- Thought I need to make an appointment with my business advisor or mentor
- Feeling calm and rational
- Behaviour can get on with the rest of my day
- Outcome TAX return completed.





This BIG 13 Enterprise Skill brings so many of the skills we've already covered together.

Tons of people have amazingly brilliant ideas, but do nothing with them because of fear, being too scared of the risk, or not having the people around them to encourage and support them or not having self-belief.

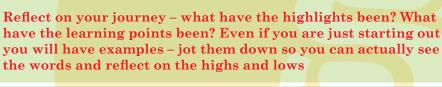
Think back to when you first had the idea for your business

- What did it feel like to know you had an idea that was brilliant?
- Who did you tell?
- What were the reactions you got?

Now think about the reality of where you are now.

• What have been the mistakes you have made? If you haven't already written these down, do it now. It's important to acknowledge our mistakes, because it's the only way we learn from them. If we try and cover them up or ignore them, we don't learn from them!

Having initiative is a gift. Learning from mistakes is also a gift.





Example	What did you learn?



The 5 steps to mental wellbeing are really key to getting organised and planning for business.



1. Connect with other people. Good relationships are important for your mental wellbeing. Think about what John said.



2. Be physically active. Being active is not only great for your physical health and fitness. If you're not a runner, swimmer, cyclist, footballer etc. don't worry. You don't have to skip this step – think of something that you can do. Make time to go for a walk or stretch yourself for 5 minutes each day. Sitting doing nothing doesn't get you anywhere.



3. Learn new skills. Think of the thing you are best at and improve on this in some way.



4. Give to others. Take time to seek out something you can do for someone else. This doesn't have to cost money. A simple hello phone call or text will do.



5. Pay attention to the present moment (mindfulness) – give Focus10 mindfulness a go – at least once a day.



Love it or hate it, vision boards are an entrepreneur's best friend! They are fantastic tools for you, as an entrepreneur, to visualise the next level you want to move to, personally and professionally.

Amidst the routine of everyday life, it is the single images on a vision board that drive you to bulldoze through all obstacles in your path, to discover what true success and fulfilment mean to you. Make a vision board of where you want your business to be — include areas of business and self-development.





Why is problem-solving an important skill for mental health?

Problems that don't go away can take a toll on our wellbeing.
 Left unsolved, a small problem can become a big problem.

Using your feelings

What negative emotion am I having? (Frustrated? Anxious? Depressed?)
What is happening that is making me feel bad?
What is happening that is making me feel this way?

Make a List

Write out a list of problems that come up again and again.

Look for Opportunities

What are the positive aspects of the problems listed above?

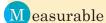
What would I like the situation to be?

For example: I would like to have less work to do in a day MAKING A LIST OF SOLUTIONS is beneficial. It enables you to see different ideas. Ask others to help you brainstorm if you need to. You can combine solutions. It's easier to find a compromise or indeed a solution if you have more than one option.

Remember be SMART when looking for a solution to the problem.

Identify exactly what the problem is. Be SMART!

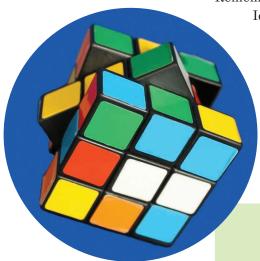




Attainable

Realistic

Time-limited





If you are working on your own – in your own business - what does leadership mean to you?

Does a positive mindset make you a better leader?

• A leader with a positive mindset is not only more likely to be actively engaged and to perform at a high level, they are also more able to have a positive influence on the development of their business. Working with a more positive mindset means business goals are easier to achieve. The saying 'Win friends and influence people' springs to mind!

Positivity doesn't always refer to simply smiling and looking cheerful, however—positivity is more about our overall perspective on life and our tendency to focus on the good in life.

4 challenges that cause mental health issues for entrepreneurs are:

1 The Drudgery

It can be mentally difficult to find that you've escaped the 9 to 5 and have created a 24/7 work life. Feeling that you have to be at the beck and call of customers, each of whom can feel like they could be your last.

2 Having to be the whole business!

Not feeling that you can show weakness or vulnerability! Hiding your feelings can lead to low mood or even depression – feeling that you have to do everything because you've got yourself into this situation – is draining! Go back to teamwork (Section 1) work out who's actually got your back – use support from your business advisor or mentor – reach out to other entrepreneurs for a support network.

B Having to be independent and strong! – all llllllll the time

Comes back to the support network – make sure the people you spend time with are there for good and bad – this means that you need to spend quality time with them when you're doing well; not just when you're feeling that you need support.

4 Self-worth comes from within! Any other thing I have to do! Feeling guilty when you rest? Haven't had any contact with people who really care because you haven't got time?

Knowing that your worth is more than your business success is essential to building your business. If the business becomes more important to you than your mental wellbeing then your productivity will suffer!





A positive mindset can include:

Tick the characteristics/traits you have – learn how to develop the characteristics/traits you don't feel you have.

Characteristics / Traits	Tick	How to develop Characteristics/Traits
Optimism: A commitment to making the effort and take a chance instead of assuming you'll fail		 How to be More Optimistic Notice good things as they happen. Train your mind to believe you can make good things happen in your life. When something good happens, give yourself credit. Remind yourself that setbacks are temporary. Imagine what a positive future looks like. Recognise Negative Thinking. Cultivate Positivity, by turning negative
Acceptance: Acknowledging that things don't		thinking into positive thinking. 1. Embrace what makes you unique. A good
always turn out how you want them to but learning from your mistakes.		place to start is to think of the things that make you special Let go of the things you can't change Identify your strengths Set goals Celebrate your accomplishments Plan ahead Be kind to yourself.
Resilience: Coming back from adversity, disappointment, and failure instead of giving up.		 Study Other Entrepreneurs' failures. Reflect And Be Honest With Yourself. Work On Building Your Confidence And Expertise. Know That Most Things In Business Aren't Personal. Stay Focused On The Present. Avoid negative people. Have A Vision Bigger Than Yourself.
Consciousness Mindfulness: Integrity: Being honourable, righteous, and straightforward		That old pesky Focus10 mindfulness again! Think about making the right choice and then think about the outcome if you make a choice to be dishonest, unpleasant, or mean.



Making ethical business decisions along your business journey is a key to long-term success for any business and helps maintain your mental wellbeing.

If you second guess your decisions and see them in a bad light, this can stay with you and impact on the future of your business. A code of ethics gives the behavioural expectations that your business has of how it conducts its business and the expectations of your employees and third parties.

Knowing how to make ethical business decisions can help you to set the standard and support the development of your business and also your mental wellbeing.

Here are some hints on making ethical decisions:



Step 1. Create a code of ethics and consult it before making business decisions.



Step 2. Consider the effects of your decisions on your stakeholders.



Step 3. Use your industry's regulations as a starting point when making decisions.



Step 4. Consult others when making decisions with widespread consequences.

3 things to consider when thinking if you need a code of ethics:

- ✓ Good Reputations Mean Success
- ✓ You Could be Breaking the Law
- ✓ Unethical Business Owners Will Be Found Out

What should you include in your code of ethics and how will you demonstrate them?

- Determine your purpose for writing a code of ethics
- ✓ Make a list of your traits
- Create a set of statements to follow

For example

- The Business will treat customers, staff and business partners as I would wish to be treated.
- ✓ The Business will always give its fullest potential, and I will support staff and business partners to maintain a healthy work-life balance.
- ✓ The Business is dedicated to continually improving, by keeping up to date with training and relevant best practice.
- ✓ The Business will keep its ethics at the core of everything it does and remain true to promises and commitments made to staff, customers and all stakeholders.





Here's a headline "Low financial literacy leads to poor mental health" by: Emma Lunn (2021)

Many young entrepreneurs have shared their fears about TAX and completing their TAX return and the negative impact this has on their mental well-being.

The annual TAX return is only one example of financial literacy you will need — having a clear idea of your finances can leave you feeling more in control — Making a list of your income and outgoings is the first step in taking control of your finances. It is a way for you to calculate how much money you have coming in compared to how much you have going out. Development of your financial literacy will improve your business confidence and help develop you as an all-round entrepreneur.

Financial health means you have the ability to reach your goals, take advantage of opportunities and gives you flexibility to pursue your dreams.

The only way to achieve financial health is through financial literacy.

For example:

Date	What	Cost	Why	Priority Y/N
1/2/2023 Monthly	Insurance	£50 Monthly	Covers my business if I have an accident	Yes
1/2/2023 Monthly	Office Rent	£230 Monthly	To work from	No - I could work from home
1/2/2023 Monthly	Mobile phone	£45 Monthly	For customers to contact me and for Wi-Fi	Yes - no landline so need a phone
	Total	£325 Monthly	Could reduce this to	£95 if I need to



Now try it using your own outgoings.



Date	What	Cost	Why	Priority Y/N

What if you just can't do it? There are people who can support you, business advisors and mentors.

Look back at your work on section 1 Teamwork – who can you add into your support network, who can help you develop more financial literacy, or who can support your business with their abilities in financial literacy? Do you trust this person? Do they have time to help you?



Keep a REFLECTIVE Journal

Making sure you track your ideas and feedback – your own and other people's feedback will support the positive development of your entrepreneurial journey. If you don't track your journey, you might relive the same mistakes – over and over and over again.

Trying using the last section of this handbook for a couple of weeks or whenever you make changes to your product or service design.

Crisis plan

When our mental health declines, for whatever reason, we may experience feelings of hopelessness, or think that there is no way out of our situation, which can cause us great distress.

For some people, these feelings can become overwhelming and lead to a mental health crisis. This can mean different things for different people; for example, it might mean experiencing mania, psychosis or suicidal thoughts.

If you think you are at risk of going into a crisis, making and then sharing a crisis plan is essential – who should you share it with – look back at section1. Who did you identify as those important people in your life? Who is best suited to support you to access help if you have a mental health crisis?



To me a mental Health crisis feels like:

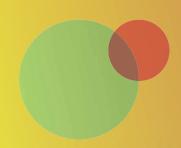
Previously these things have helped me:

People who can support me are:

Name	Number



If I am really concerned about myself or someone else is - the contacts are:



Samaritans

If you need someone to talk to, the Samaritans will listen. They won't judge or tell you what to do. Call any time, day or night, whatever you're going through, from any phone, for FREE. Telephone number 116 123 or email: jo@samaritans.org – both phone and email is answered 24/7. website: https://www.samaritans.org/how-we-can-help/contact-samaritan/

SHOUT

Text SHOUT to 85258 (UK-wide) - What is Shout? Shout 85258 is a 24/7 UK text messaging service for times when people feel they need immediate support. Who can use Shout 85258? Anyone of any age, who is a resident in the UK, can text the service for support.

Mind

Get Help Now -Infoline: 0300 123 3393 Email: info@mind.org.uk Post: Mind Infoline, PO Box 75225, London, E15 9FS. The Infoline provides an information and signposting service. Mind are open 9am to 6pm, Monday to Friday (except for bank holidays). Ask Mind about: mental health problems, where to get help near you, treatment options, advocacy services. https://www.mind.org.uk/need-urgent-help/using-thistool

NHS

The NHS Urgent Mental Health Helpline - service is a short, online quiz that helps you find the best mental health support in your area. https://www.nhs.uk/service-search/mental-health/find-an-urgent-mental-health-helpline

For more information, contact: www.futureyouhull.co.uk

Doctor

Your Doctors – call your GP surgery and make an appointment – if they don't have an appointment for 2 weeks – book this appointment and seek support from other mental wellbeing services. Remember to cancel the appointment if you don't need it when it comes around.

Drugs

Drug services - If you're having trouble finding the right sort of help, call the Frank drugs helpline on 0300 123 6600. They can talk you through all your options. Website: https://www. talktofrank.com/get-help/find-support-near-you

Alcohol

Drinkline - Free, confidential helpline for anyone who is concerned about their drinking, or someone else's. Helpline: 0300 123 1110 (weekdays 9am–8pm, weekends 11am–4pm). Website: https://www.drinkaware.co.uk/advice/ alcohol-support-services

Emergency

Emergency Medical Services - If you or someone else is in danger, call 999 or go to A&E now. If you need help urgently for your mental health, but it's not an emergency, get help from NHS 111 online or call 111.





For your personal entrepreneurial journey

Include your ideas, your development of ideas and feedback from others and your own feedback.

- Use this as a reflective journal.
- Use this journal to track the ups and downs and to learn from any 'mistakes' you make along the way. Record when you surprise yourself with AMAZING ideas and the ones that don't lead to much!

Wellness Journal Example

Date: 15.3.2023 Today has been a great day! It started badly but ended positively. Met with
my business advisor and we talked about how to increase my energy. I told him about some
of my concerns – not hearing back from potential buyers and about the fact I was feeling
quite low and not getting anywhere with my business. It was great to talk and feel listened
to. Practiced mindfulness for 5 minutes and went for a walk to clear my head – this really
helped. I missed breakfast. This maybe why I felt a bit rubbish this morning.



Answers:	Body Language 55% Tone of Voi	Thought Feeling Behaviour Outcome

