



the
meditation
I N I T I A T I V E

Meditation Workshop

Project Management Institute



July 23, 2016
8:30am – 11:30am



www.meditationinitiative.org

Outline of Training

- Welcome
- TMI Sample Workshop
- TMI Video & Letters
- FAQ – TMI Methodology
- Practice Leading Meditation
- Review 5-Minute Script
- Closing Questions



Mission

We empower people to change their lives, by providing free meditation to anyone anywhere.

Vision

Teaching people how to deal with stress, anger, anxiety, sadness and depression through the practice of daily meditation. Creating a world where people slow down and pay attention to their breath.

Meditation Outreach Clients

We provide free meditation outreach programs to K-12 Public Schools, Colleges, Hospitals, Prisons, Diabetes Patients, HIV Patients, Senior Centers, Homeless Teens, Sober Living Homes, United States Military, Wounded Warriors, At-Risk Youth, and Group Homes for Victims of Domestic Violence and Human Trafficking.

The Monarch School
King Chavez High School
Braille Institute
UCSD Medical Center
Morse High School
Crawford High School
Temple Emanu-El
Jewish Family Services
Scripps Hospital
Congregation Beth Israel
TEDxYouth@San Diego
New Mexico Juvenile Justice Services
South Bay Community Services
Tijuana Juvenile Facility
Las Colinas Prison
La Jolla Country Day School
Community Research Foundation
San Diego Central Library
Mental Health America
Torrey Pines High School
6 Degrees
San Diego City College
Pro Kids, First Tee of San Diego
Stepping Stone Recovery (LGBTQ)
South Bay Community Services
Sharp Healthcare
Jewish Family Services
Mira Costa College
Office of San Diego County District Attorney
ABC Youth Foundation

KPBS
Christies Place
Survivors of Torture
Susan G. Komen for the Cure
UPLIFT Christian Group
Kids for Peace
Superior Court of CA
Point Loma Naval Base
Albert Einstein Academy
College Avenue Seniors Center
San Diego Central Jail
Congregation Beth Israel
La Jolla Recovery Sober Living
Catholic Charities
Whatever it Takes (WIT Teens)
Wounded Warriors
Thiel Foundation
Wikimedia Foundation
Juvenile Court Community Schools
Canyon Crest Academy
L.A.'s Best School Program
Taking Care of Your Diabetes
South Bay Detention Facility
Jenna Druck Foundation
Y.E.S. San Diego (LGBTQ)
Southwestern College
BAMKO
Oliver McMillan
BOOST Collaborative
Naval Medical Center San Diego

The Meditation Initiative is a 501(c)(3) Charitable Non-Profit Organization

San Diego, CA / 858.922.8811

www.meditationinitiative.org

Who We Are

- Mission: We empower people to change their lives, by providing free meditation to anyone anywhere.
- Vision: Teaching people how to deal with stress, anger, anxiety, sadness and depression through the practice of daily meditation. Creating a world where people slow down and pay attention to their breath.
- A 501(c)(3) non-profit organization serving more than 30,000 people since 2009.



County of San Diego

NICK MACCHIONE, FACHE
DIRECTOR

PAMELA B. SMITH
AIS DIRECTOR

HEALTH AND HUMAN SERVICES AGENCY
1700 PACIFIC HIGHWAY, SAN DIEGO, CALIFORNIA 92101-2417

AGING & INDEPENDENCE SERVICES
P.O. BOX 23217, SAN DIEGO, CALIFORNIA 92193-3217
(858) 495-5885 FAX (858) 495-5080

August 6, 2009

Mr. Jeff Zlotnik
The Meditation Initiative
541 2nd Avenue, Suite A
San Diego, CA 92101

Dear Mr. Zlotnik:

I want to thank you for your presentation at our recent conference, ***Vital Aging: Using Body, Mind, and Laughter to Thrive in Uncertain Times***. Since its inception eight years ago, the Vital Aging conference continues to impact the lives of San Diego County residents in positive ways. This event is one way that we reach out to San Diego seniors to bring the latest and best knowledge directly to the community. It is our hope that we inspire seniors to lead healthier lives, find ways to reduce stress, and increase their sense of satisfaction with life. With your presentation and activity, you have helped us succeed in this goal. Your contribution was a highlight and added significantly to the success of Vital Aging 2009.

The conference audience included over 500 seniors and community members. The meditation activity, with your clear and calm directions, gave everyone an opportunity to try something that many had never tried before. Your introduction de-mystified meditation and made it very accessible. The audience members reported in their conference evaluations that they both enjoyed and learned a lot from you. Once again, we greatly appreciate your excellent presentation and contribution to the Vital Aging event. Thank you!

Sincerely,

Pamela B. Smith
DIRECTOR

PBS/kds



MONARCH SCHOOL

A PRIVATE AND PUBLIC PARTNERSHIP MEETING THE EDUCATIONAL NEEDS OF SAN DIEGO'S HOMELESS CHILDREN

August 10, 2009

To Whom It May Concern:

I am the 8th grade teacher at Monarch School in San Diego. Students at Monarch School have been affected by homelessness. They have lived in shelters, motels or moved from one family to another. Many of the students have lived through domestic violence and family members' substance abuse.

Jeff with the Meditation Initiative has been coming into my class once a week since January 2009 to help guide my 8th grade students through meditation. Meditation classes have helped my students reflect on their feelings and understand that they can change the way they think and react to different situations in their life. Some of my students have commented that they have felt more relaxed after meditation than they have ever felt in their life. It is empowering for the students to recognize that through meditation they can help themselves feel calm and peaceful even in difficult situations.

A handwritten signature in blue ink, appearing to read "Dana Harwood".

Dana Harwood
8th grade teacher
Monarch School

"Only yesterday I was a caterpillar. Today I am secure in my cocoon. Tomorrow, I will be the butterfly." – Jennifer

808 West Cedar Street, San Diego, CA 92101 | Phone (619) 685-8242 Fax (619) 233-3458 | www.monarchschoools.org



UNIVERSITY of CALIFORNIA, SAN DIEGO
MEDICAL CENTER

September 9, 2009

Jeff Zlotnik
Executive Director
Meditation Initiative
541 2nd Avenue, Suite A
San Diego, CA 92101

Dear Jeff:

I want to thank you for coming to UCSD Medical Center during Social Work Month and providing an inservice on meditation. It was an excellent presentation. Several of us were delighted that you agreed to continue to teach us meditation on a weekly basis. As you know, the hospital setting is often very stressful. It has been helpful to introduce some of the techniques we have learned to our patients and colleagues and to incorporate them into our practice. For example, I was able to discuss and teach meditative breathing to one of my patients who was experiencing stress. The breathing ameliorated some of his stress and anxiety and he was able to proceed with a scheduled procedure.

Thank you again for introducing us to this very healthy, helpful practice! We look forward to more sessions with you.

Sincerely,

A handwritten signature in cursive script, reading "Stephanie Bremond".

Stephanie Bremond, LCSW
Clinical Social Worker



William D. Gore, Sheriff

San Diego County Sheriff's Department

Post Office Box 939062 • San Diego, California 92193-9062



Thomas J. Cooke, Undersheriff

September 10, 2009

To Whom It May Concern:

The Meditation Initiative, via Mr. Jeff Zlotnik, has been providing weekly meditation group in San Diego Central Jail inpatient psychiatric unit since April 2009. This group has and continues to be both well received and well attended. Inmate/patients report feeling more calm and centered after group sessions. The success of the meditation group is decidedly influenced by the skillful facilitation of Mr. Jeff Zlotnik who leads the groups through the meditation period. Following the meditation, he leads a discussion to review the session which helps the participants better understand their experiences and encourages them to meditate on their own to help deal with the stress of incarceration.

We are very pleased to have this pro-bono service provided to our department. Without this kind of volunteerism, these valuable services would not exist in the jail setting. Mr. Zlotnik is professional, respectful and fills a needed niche in the unit's programming.

Sincerely,

Tom Cooke, LCSW

Public Broadcasting 619-594-1515
5200 Campanile Drive FAX: 619-594-3812
San Diego State University www.kpbs.org
San Diego, CA 92182-5400

October 14, 2009



To whom it may concern,

I am writing to express my appreciation and recognition of The Meditation Initiative in my life. I am a student working at KPBS, a non-profit public broadcasting station in San Diego. It was when I started working here in June, that I was informed of a service provided by Meditation Initiative, where they come in once a week on Monday, and have a meditation period for a half hour with not only anybody who works here, but anyone at all.

I first met Jeff when I started coming to these weekly meditation sessions in our multi-purpose room. I was always interested in personal time for myself and clearing my mind, but never any formal meditation. This was my first experience with it, and it has done wonders to change my life.

I was struggling with a variety of problems when I first started meditation. These problems ranged from physical problems such as anxiety, to emotional problems such as relationship issues. Ever since I have started meditation, I have been so much less stressed about any situation, and have learned to take a step back, breathe, and assess the situation. My anxiety has gotten a lot better and my overall self composure is even surprising me at how calm I can remain.

Jeff is an amazing person. I do not only consider him to be my meditation teacher and guide, but also a beloved friend. I know he is this to not only me, but to every other person in which his organization touches. I feel there is a need for more of these organizations which truly understand how to help make people "better", in whatever that means for the individual, and The Meditation Initiative truly does that.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Cole Palmer'.

Cole Palmer



KEENEY WAITE & STEVENS

A PROFESSIONAL LAW CORPORATION

THE KARMA BUILDING

125 NORTH ACACIA AVENUE, SUITE 101

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August 4, 2009

VIA UNITED STATES MAIL

Jeff Zlotnik
Executive Director
The Meditation Initiative
541 2nd Avenue, Suite A
San Diego, CA 92101

Re: Keeney Waite & Stevens Meditation Workshop

Dear Jeff:

Thank you so much for conducting the meditation workshop on August 1, 2009. Your presentation was excellent and I have received compliments from a number of the participants.

Thank you again.

Very Truly Yours,

KEENEY WAITE & STEVENS


RICHARD R. WAITE

RRW/ss

Enclosure



Torrey Pines High School

3710 Del Mar Heights Road, San Diego, 92130
Mailing: c/o 710 Encinitas Boulevard, Encinitas, CA 92024
858-755-0125 Fax 858-481-0098 www.tphs.net

Principal
David Jaffe

San Dieguito
Union High School District

Board of Trustees
Joyce Dalessandro
Barbara Groh
Beth Hergesheimer
Amy Herman
John Salazar

Superintendent
Rick Schmitt

David Jaffe
710 Encinitas Boulevard
Encinitas, CA, 92067
March 6, 2014

Jeff Zlotnik
Director
The Meditation Initiative
6875 Bluefield Court
San Diego, CA 92120

March 12, 2014

Dear Mr. Zlotnik:

The presentation you gave here at Torrey Pines High School last week on meditation and forgiveness was outstanding. Your message was powerful and one our students will carry into adulthood. The meditation techniques you shared will be very beneficial for our students who are learning to manage stress as they take on more responsibilities.

There is a definite need among teenagers to recognize that while stress is often a part of everyday life, it does not need to be a defining factor in their happiness. Your presentation provided an excellent forum for the students to be introspective and recognize they have the power to decide whether or not they will allow stress to dominate their lives.

Thank you again for such a thought-provoking and inspirational presentation and for taking the time out of your busy schedule to help us prevent suicide and increase student health and wellbeing.

Sincerely,

David Jaffe
Principal
Torrey Pines High School

Vincent
2/9/09
Meditation
AGE 14

For me, meditation is not something I have to do, it's something I choose to do. Meditation has made me realize how much trouble I don't have to get into. Before, I would do things in retaliation without thinking. With meditation I choose to not retaliate at all. Therefore putting trouble away. I use meditation most often when skateboarding. Before when I did not land a trick, I would retaliate with a massive amount of frustration. Now I simply stop, breathe in, breathe out and breathe in, breathe out. I don't necessarily get the trick right after that, but it helps a ton.

Reflection Jesus #3

AGE 8

I think meditation is good because it controls your anger helps you relax helps you stay focus and to be respectful.

Reflection

AGE 9

Today when I was doing some meditation I felt really peaceful like if I was with toys. I felt fun and I liked video games it felt like a wonderland.

2-9-09

I like meditation because its peaceful. Meditation is mostly the only quiet time I have. I also like it because it has helped me work on my anger problems. I have been having problems with my mom because I just can't control myself. Now I have had a joyful time with my mom we talk, laugh, go place, and we can be with each other without fighting.

Jose [REDACTED]
8th grade 19 Monarchs school



Take a Breath - Meditation Techniques in the Workplace

Project Management Institute
July 23, 2016
8:30am – 11:30am

Presented by Founder Jeffrey Zlotnik

1. Meditation Introduction
 - a. What is meditation?
 - b. Historical views/myths of meditation
 - c. Why do you meditate?
 - d. Benefits of meditation
 - i. Self
 - ii. Others
2. Meditation Practice
 - a. Expectations of meditation prior to practice
 - b. 15 minute seated guided meditation practice
 - c. Personal observations after meditation practice
 - d. Motivation to continue a meditation practice
3. Meditation in Daily Life
 - a. When do I meditate and for how long?
 - b. Creating the environment to meditate
 - c. Reasons we do not meditate
 - d. What it takes to meditate daily
 - i. How to encourage yourself
 - ii. How to encourage others
4. Personal Meditation Challenge
 - a. 5 minutes a day
 - i. Making time for yourself
 - ii. Making time for others
 - b. 3-Week personal meditation practice
 - c. The before and after of daily meditation
5. Closing Questions and Comments

Where did you learn meditation?



Frequently Asked Questions

- Where can I go to meditate?
- I've been meditating for a year, how come my mind still races?
- How do I get my husband, wife, partner, kids, parents, etc. to meditate?
- Is meditation the same as religion?
- Can I meditate lying down?
- Is there a C.D. I can get for meditation?
- How do I keep from falling asleep?

Frequently Asked Questions

- Can I listen to music while meditating?
- Is there any research on how meditation affects the brain?
- Is meditation going to make me a big wuss?
- Can I use a mantra?
- How do I know when to stop my meditation?
- How long do I meditate?
- I feel very heavy after, is that normal?
- Are there different types of meditation?

THE MEDITATION INITIATIVE

CURRICULUM
(FREE FOR ALL)

PAST

FUTURE

ANGER

STRESS

SADNESS

ANXIETY

DEPRESSION

FEAR/WORRY

PRESENT

CONCENTRATION
&
FOCUS

MOTIVATION/DISCIPLINE



Why Train the Trainer?

- High demand for meditation classes but not enough facilitators
- Meditation experience is not important, understanding local culture is important
- Your ability to communicate with others and facilitate
- A unique style of meditation, no spiritual tradition
- Simplified for you and it is FREE

5 Minute Guided Meditation Script

Prior to Meditation

“There are a few things to know before we begin”

- Nothing is going to happen to you
- You will not float away
- You will not think nothing
- You will not stop your mind
- You will not have any mystical, magical experiences
- You will not solve all of life’s problems in a few moments of silence
- There is no right or wrong way to practice, you are simply going to sit and breathe
- Expect nothing from this experience but to sit and breathe

Prior to Meditation – Help People Understand Posture

- Posture is important, as you want to be comfortable and you want to stay awake
- Please sit in a chair, there is no need to sit on the floor and cross your legs
- Keep the back somewhat straight
- Shoulders relaxed
- Hands resting gently on the knees or in lap
- Feet flat on floor
- Eyes closed if comfortable or slightly open, mouth open or closed
- Breathing thru the nose or mouth, whatever is comfortable
- Most important is to breathe comfortably

Beginning Meditation

“I will now guide us as we begin the meditation.”

- Start with closing your eyes if comfortable or slightly open
- Start with taking 3 deep breaths (leader also take 3 deep breaths)
- As you settle into a natural rhythm of the breath, knowing throughout the practice you will hear sounds inside the room, sounds outside, these are not distractions, not disruptions, simply what’s happening around us as we sit and breathe. (30 second pause)
- Begin to notice the mind as it wanders, jumping from thought to thought. Gently guide the attention and focus to the stomach or chest. As you breathe in feel them rise, breathing out feel them fall. (30 second pause)
- Simply continuing this practice, observing sensation of breath (30 second pause)

- Notice the mind as it wanders. Release that thought, returning attention and focus to the breath (30 second pause)
- Breathing in, follow the breath in, breathing out, follow the breath out (30 second pause)
- The mind wanders, gently guide attention back to the breath (30 second pause)
- Letting go of expectations or judgments of your practice, just sitting and breathing (30 second pause)
- Breathing in, feeling the stomach rise. Breathing out, feel the stomach fall (30 second pause)
- Learning to be comfortable in stillness (30 second pause)
- Knowing what it is like to just sit and breathe (30 second pause)
- Again, taking 3 deep breaths (leader also take 3 deep breaths)
- Slowly open the eyes, slowly begin to move

After Meditation

The most important part of meditation practice is now, immediately after, when you realize that any sort of quiet, still, peace or calm that you feel or any sort of racing mind you may have, has nothing to do with anything I said, has nothing to do with how you sit or cross your legs, and it has nothing to do with the sounds around us. It has everything to do with your own mind and your own mind's reaction to an external situation. What we realize from the practice of meditation is that this is our life every day, things happen and we react, more things happen, more reactions. Most people respond to meditation quietly, peacefully. But the question is how do you respond to everything else that happens in your life? For most of us, this feeling is quite different from how we felt an hour ago, or how we will feel an hour from now. What we are working on is closing the gap to where the way we feel now, is closer to how we feel always. Just as driven, motivated, successful and productive, yet with a mind that is steady and focused, distracted by nothing and disturbed by no one. Meditation is not easy, it's not fun, but it's free and takes nothing but a few minutes every day and a busy racing mind, which most of us have. Meditation is not an escape from reality; it is direct perception into your own thoughts. When we are in a good mood, it is from thoughts we have, when we are in a bad mood, it is from thoughts we have. Once we stop trying to change and control everything outside of us and we work on changing our mind, our heart and our reaction to the world around us, life gets a little easier, a little more peaceful, a little happier, yet ultimately nothing changed except our own mind.

Meditation Script

Prior to Meditation

- Nothing is going to happen to you
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Meditation Script

Prior to Meditation

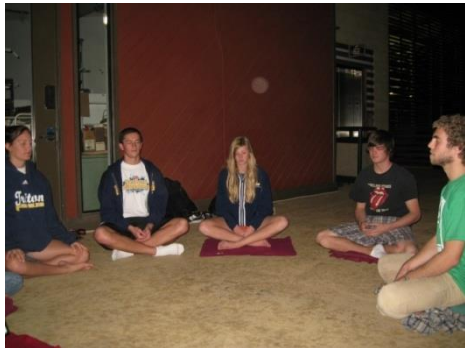
- Posture is important, as you want to be comfortable and you want to stay awake
- Please sit in a chair, there is no need to sit on the floor and cross your legs
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- Eyes closed if comfortable or slightly open, mouth open or closed
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Meditation Script

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Meditation Script

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- Simply continuing this practice, observing sensation of breath (30 second pause)



Meditation Script

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Meditation Script

- Letting go of expectations or judgments of your practice, just sitting and breathing (30 second pause)
- Breathing in, feeling the stomach rise. Breathing out, feel the stomach fall (30 second pause)
- Learning to be comfortable in stillness (30 second pause)



Meditation Script

- Knowing what it is like to just sit and breathe (30 second pause)
- Again, taking 3 deep breaths (leader also take 3 deep breaths)
- Slowly open the eyes, slowly begin to move



Meditation Script

After Meditation

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Suggestions for Facilitators

- Commit to leading a regular meditation
- No attempt to make “business contacts”
- Stay away from all religious references
- Ethics – You are NOT certified Teachers
- Be honest with your practice and stay grounded
- A personal daily practice
- Please Keep Meditation FREE!!!



the
meditation
I N I T I A T I V E