



2nd International Mindfulness & Compassion at Work Summit

Madrid, Spain, 26-27th April 2017

**JOINING INSTRUCTIONS**



We’re very much looking forward to welcoming you to the 2nd International Summit for Mindfulness & Compassion at Work in Madrid.

Please find below some information that may be helpful in your preparations and travels.

**THE PROGRAMME**

We have attached the final programme. As you’ll see, there is a choice of sessions in some slots- you can let us know on the day.

Clothing: casual attire is fine! Hopefully we will have glorious weather, and for those of you staying, the grounds and nearby area are lovely for walking so do bring suitable shoes if you fancy that!

The centre doesn’t provide yoga mats or meditation cushions- please do feel free to bring these if you wish.

**OPTIONAL EL ESCORIAL TOUR**

We will be heading off to visit El Escorial monastery on **WEDNESDAY 25 APRIL** <https://el-escorial.com/> **at 16.30 pm,** leaving from the Summit venue. Obviously you’re welcome to meet us there, or travel with us. **PLEASE LET US KNOW IF YOU WOULD LIKE TO JOIN US SO WE CAN BOOK TAXIS ACCORDINGLY.**

**THE VENUE**

The Summit will take place at Casa de los Maristas Fuentenueva [http://www.fuentenueva.maristasiberica.es/](http://www.fuentenueva.maristasiberica.es/" \t "_blank)

The address is

**Casa Los Maristas Fuentenueva**

**28200 San Lorenzo de El Escorial, Madrid**

**Telephone: 00 34 [918 90 58 39](https://www.google.com/search?rls=aso&client=gmail&q=fuentenueva%20los%20maristas&authuser=0" \o "Call via Hangouts" \t "_blank)**

If you get stuck or need to contact us for some reason, you can send a message eg. via WhatsApp or call Liz Hall **+44 (0)7787 504455**

There will be a group of us meeting at **Madrid Atocha train station** at around midday-1 on Wednesday 25th April, travelling together on the local trainline to El Escorial. **If you wish to join us, let Liz know**! Otherwise, there’s more information on getting there below.

**Food & refreshments** will be provided as part of the package on Day One- THURSDAY 26TH APRIL. As FRIDAY 27th APRIL is only a half-day, lunch will NOT be provided, although there may be the possibility of arranging directly with the venue to have lunch.

**PLEASE LET US KNOW IF YOU HAVE ANY SPECIAL DIETARY REQUIREMENTS!**

***LANGUAGE***

Please note there will be a translator (EN/SP) onsite. **LET US KNOW IF YOU HAVEN’T DONE SO ALREADY IN THE SEPARATE FORM WHETHER YOU REQUIRE TRANSLATION FROM ENGLISH INTO SPANISH SO WE KNOW NUMBERS.**

**TRAVEL**

**Taxis**

There is a taxi rank outside both Barajas airport and Atocha train station, and also outside El Escorial train station. Here are some taxi numbers, in case:

Taxi Airport Madrid[+34 685 31 42 67](tel:+34%20685%2031%2042%2067)[taxiairportmadrid.com](http://www.taxiairportmadrid.com/" \t "_blank)Taxi Aeropuerto Madrid[+34 665 25 07 40](tel:+34%20665%2025%2007%2040)[taxi-online-madrid.es](http://www.taxi-online-madrid.es/" \t "_blank)

**Trains**

There is an airport bus which costs around 5 euros and which goes from just outside the airport, to ATOCHA station.

It’s then easy enough to catch a train from Madrid Atocha station on the CERCANIAS (local network) lines. Make your way to the CERCANIAS part of the train station. Do please note that there are a number of Cercanias lines, so don’t panic if at first you look at the board at Atocha and can’t see a train listed for El Escorial!

**It’s the C3 line and El Escorial is at the end of the line.**

Info here

<http://www.renfe.com/EN/viajeros/cercanias/madrid/>

and

**[http://www.renfe.com/viajeros/cercanias/planos/madrid.html](http://www.renfe.com/viajeros/cercanias/planos/madrid.html" \t "_blank)**

Please find some timetables below for trains from Atocha to El Escorial. Best to check the board though on the day, of course.

Departure point : **Atocha**

Destination : **El Escorial**

Day of travel: 25-04-2018 

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Línea |  | Time of Departure | Time of Arrival | Time of travel |
| **C3** |  | 06.21 | 07.29 | 1.08 |
| **C3** |  | 06.51 | 08.00 | 1.09 |
| **C3** |  | 07.09 | 08.15 | 1.06 |
| **C3** |  | 07.23 | 08.33 | 1.10 |
| **C3** |  | 07.50 | 08.57 | 1.07 |
| **C3** |  | 08.38 | 09.44 | 1.06 |
| **C3** |  | 09.41 | 10.50 | 1.09 |
| **C3** |  | 10.36 | 11.43 | 1.07 |
| **C3** |  | 11.35 | 12.42 | 1.07 |
| **C3** |  | 12.35 | 13.42 | 1.07 |
| **C3** |  | 13.34 | 14.42 | 1.08 |
| **C3** |  | 14.17 | 15.26 | 1.09 |
| **C3** |  | 14.50 | 15.56 | 1.06 |
| **C3** |  | 15.21 | 16.28 | 1.07 |
| **C3** |  | 15.47 | 16.54 | 1.07 |
| **C3** |  | 16.35 | 17.41 | 1.06 |
| **C3** |  | 17.15 | 18.23 | 1.08 |
| **C3** |  | 17.45 | 18.52 | 1.07 |
| **C3** |  | 18.27 | 19.34 | 1.07 |
| **C3** |  | 18.47 | 19.54 | 1.07 |
| **C3** |  | 19.19 | 20.26 | 1.07 |
| **C3** |  | 19.44 | 20.55 | 1.11 |
| **C3** |  | 20.36 | 21.42 | 1.06 |
| **C3** |  | 21.39 | 22.45 | 1.06 |
| **C3** |  | 22.36 | 23.43 | 1.07 |
| **C3** |  | 23.34 | 00.41 | 1.07 |

Departure point :Atocha

Destination :El Escorial

Day of travel: : 26-04-2018 

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Línea |  | Time of Departure | Time of Arrival | Time of travel |
| **C3** |  | 06.21 | 07.29 | 1.08 |
| **C3** |  | 06.51 | 08.00 | 1.09 |
| **C3** |  | 07.09 | 08.15 | 1.06 |
| **C3** |  | 07.23 | 08.33 | 1.10 |
| **C3** |  | 07.50 | 08.57 | 1.07 |
| **C3** |  | 08.38 | 09.44 | 1.06 |
| **C3** |  | 09.41 | 10.50 | 1.09 |
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| **C3** |  | 12.35 | 13.42 | 1.07 |
| **C3** |  | 13.34 | 14.42 | 1.08 |
| **C3** |  | 14.17 | 15.26 | 1.09 |
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| **C3** |  | 15.21 | 16.28 | 1.07 |
| **C3** |  | 15.47 | 16.54 | 1.07 |
| **C3** |  | 16.35 | 17.41 | 1.06 |
| **C3** |  | 17.15 | 18.23 | 1.08 |
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| **C3** |  | 18.27 | 19.34 | 1.07 |
| **C3** |  | 18.47 | 19.54 | 1.07 |
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| **C3** |  | 19.44 | 20.55 | 1.11 |
| **C3** |  | 20.36 | 21.42 | 1.06 |
| **C3** |  | 21.39 | 22.45 | 1.06 |
| **C3** |  | 22.36 | 23.43 | 1.07 |
| **C3** |  | 23.34 | 00.41 | 1.07 |

Departure point :Atocha

Destination :El Escorial

Day of travel: 27-04-2018 

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Línea |  | Time of Departure | Time of Arrival | Time of travel |
| **C3** |  | 06.21 | 07.29 | 1.08 |
| **C3** |  | 06.51 | 08.00 | 1.09 |
| **C3** |  | 07.09 | 08.15 | 1.06 |
| **C3** |  | 07.23 | 08.33 | 1.10 |
| **C3** |  | 07.50 | 08.57 | 1.07 |
| **C3** |  | 08.38 | 09.44 | 1.06 |
| **C3** |  | 09.41 | 10.50 | 1.09 |
| **C3** |  | 10.36 | 11.43 | 1.07 |
| **C3** |  | 11.35 | 12.42 | 1.07 |
| **C3** |  | 12.35 | 13.42 | 1.07 |
| **C3** |  | 13.34 | 14.42 | 1.08 |
| **C3** |  | 14.17 | 15.26 | 1.09 |
| **C3** |  | 14.50 | 15.56 | 1.06 |
| **C3** |  | 15.21 | 16.28 | 1.07 |
| **C3** |  | 15.47 | 16.54 | 1.07 |
| **C3** |  | 16.35 | 17.41 | 1.06 |
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| **C3** |  | 18.27 | 19.34 | 1.07 |
| **C3** |  | 18.47 | 19.54 | 1.07 |
| **C3** |  | 19.19 | 20.26 | 1.07 |
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| **C3** |  | 20.36 | 21.42 | 1.06 |
| **C3** |  | 21.39 | 22.45 | 1.06 |
| **C3** |  | 22.36 | 23.43 | 1.07 |
| **C3** |  | 23.34 | 00.41 | 1.07 |

**Getting to the venue from the train station**

There is a taxi rank just outside El Escorial train station, costs about 5 euros, takes 5 or so minutes.

**The Summit team**

**Liz Hall** is the co-owner/ founding editor of *Coaching at Work* magazine, which runs a successful annual conference; an award-winning journalist on business and wellbeing with 30 years’ experience; a published author/editor (including *Mindful Coaching,* Kogan Page, 2013 which has just been translated into Spanish (*Coaching Consciente)* and a chapter in *Mindfulness in Organisations: Foundations, Research and Applications* , Cambridge University Press, 2015); a senior practitioner coach and a trained (Bangor University Centre for Mindfulness Research and Practice) mindfulness teacher/trainer to coaches, leaders and the general public.

**Luis San Martin,** in addition to being the chair/ co-founder of the Association for Coaching Spain, is an executive coach and OD consultant. He has an MSc in International Business and his business experience includes CEO responsibilities in multinational companies in several countries. As part of his portfolio, he works with organisations to introduce mindfulness to their employees. Eunice is the founder of eaconsult, an organisation and leadership development consultancy.

**Dr Eunice Aquilina** is the author of *Embodying Authenticity,* andthe founder of eaconsult, a leadership and organisation development consultancy. She works with individuals, executive teams and organisations to unlock their capacity to navigate emergent change, clarify their purpose, cultivate their leadership presence and build skilful ways to connect with others. She combines her practical experience of supporting leaders through change with her research into how leaders navigate transformative change. The result is an approach which leverages the mind body connection enabling leaders to embody the change they seek.

**Carrie Birmingham** is the founder of a small consultancy that partners with organisations to help make positive things happen.  She has over 20 years experience enabling change in individuals, teams and businesses.  She specialises in helping organisations to prepare, lead and transform from extraordinary events.   This was inspired by her time as HR director for *The Sun* newspaper during a very turbulent period.  Her research outlines how organisations and individuals can thrive during extraordinary events.

**Aldona Kaczkowski** is an illustrator who works with organisations to bring their events to life. We worked with her at last year’s Summit.

**MariaJo Tobías** is a highly sought after translator who has translated for Jon Kabat-Zinn and Joel & Michelle Levey, amongst others. She translated at the 1st International Mindfulness & Compassion at Work Summit.

PLEASE DON’T HESITATE TO CONTACT US IF YOU HAVE ANY QUERIES OR REQUIRE ASSISTANCE IN ANY WAY.

Liz Hall: [mindfulcoaches@gmail.com](mailto:mindfulcoaches@gmail.com) 00 44 7787 504455

Luis San Martin: luis@thecoachingquality.com