

EMPLOYEE ASSISTANCE PROGRAM

SUCCESSFULLY JUGGLING WORK AND HOME LIFE

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At times we may feel overwhelmed by the scope of our responsibilities at work and home. It may seem nearly impossible to juggle work and home life without dropping the ball somewhere. When we feel out of balance, we may feel anxious, tired, and stressed. It's important to pay attention to the signs that we are overdoing it and to slow down and take care of our mental and physical health. Here are some tips for better self-care:

- **Make time for regular exercise.** Exercise can relieve stress and boost one's mood.
- **Get enough sleep.** Sleep deprivation can result in a host of conditions, including depression, heart disease, and obesity.
- **Stick to a healthy diet.** The link between food and mood is a strong one.
- **Connect with positive people.** Close friendships enrich people's lives.
- **Learn ways to manage stress.** Uncontrolled stress can contribute to anxiety or depression. Practice deep breathing, meditation, and relaxation techniques daily.

We often bring stress on ourselves by taking on too many commitments and not asking for help, even if we feel overburdened. Are there areas in your personal life where you can delegate tasks, such as family chores? Are there other ways you can scale back and not take on as much? Sometimes we're driven by a need for perfectionism and we're reluctant to hand over responsibilities, even when it would provide us much-needed relief.

Think about your values and set your priorities based on those values. For instance, if family time is important to you, set aside time on a daily basis to spend with your kids. Give yourself permission to say no to other demands that are not a priority.

