

WORKPLACE WELLNESS QUICKREAD

*A VERSATILE AND ENJOYABLE FORM OF
SELF-CARE IN THE WORKPLACE*



Kentucky
Psychological
Foundation

"n.d. Kentucky Psychological Foundation"

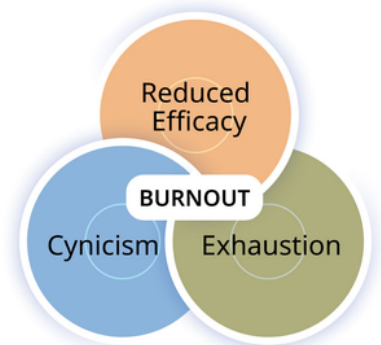
WORK LIFE BALANCE

Work life balance is finding a healthy middle ground between your professional and personal life

Allows individuals to meet their work and personal commitments while prioritizing self care.

3 Dimensions of Burnout

- 1. Feelings of energy depletion or exhaustion*
- 2. Increased mental distance from one's job, or feelings of negativism or cynicism related to one's job*
- 3. Reduced professional efficacy (Webmaster, July 18, 2023).*



MANAGING STRESS AT WORK

- *Understand that some level of stress is OKAY! It can be used as a tool to help you stay focused and engaged in your work life (Kosmin, 2024).*
- *Identify when stress becomes negative.*
- *If this stress begins to affect your work or personal life, it may be time to reassess your work environment (Kosmin, 2024).*



BUILDING ENGAGEMENT

STAYING ON TASK

- *Improving work life balance*
- *Involve everyone for key decisions*
- *Communication strategies*
- *Recognition for achievements*
- *Positive work culture (Baylor University, 2023).*

(Marr, 2023)



ENFORCING POLICIES

STOP DREAMING AND START DOING.

A survey of 5,055 U.S. working adults was conducted by The Harris Poll on behalf of the American Heart Association, with the aim of understanding how employees are impacted by nine evidence-based best practices to combat burnout (American Heart Association, 2023).

These specific policies analyzed in the survey were found to be associated with increased workplace well-being:

- Assess alignment between skills and job tasks*
- Establish clear roles and responsibilities*
- Regularly assess workloads*
- Design job roles with employee input*
- Establish a training path to develop employee skills*
- Assess if employees feel supported to lead a healthy life*



ASK AN EXPERT

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Key Causes of Burnout

- *Excessive workloads*
- *Low levels of support*
- *Having little say or control over workplace matters*
- *Lack of recognition or rewards for one's efforts (American Psychological Association (n.d.).*

The Concept of Workload

- *Too much work = not enough time for recovery*
- *People pleaser – try to be treated with fairness*
- *People might take advantage of that kind of person – make them do more work*
- *Organizations should evenly distribute workload (Saunders, E. G. 2019, July 5).*

Practices to Combat Burnout

- *Establish clear roles and responsibilities*
- *Regularly assess workloads*
- *Assess if employees feel supported to lead a healthy life*

It's Okay To Ask For Help!

- *Receiving help at work mitigates the negative consequences of performance pressure*
- *People who receive help are less exhausted than employees who don't.*
- *When under much pressure at work, exhaustion would intensify, and receiving help was more beneficial in those situations (Overwhelmed at Work, 2025).*

(Carol Stewart MSc, Fi. 2018, March 7)



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