

WORK/LIFE BALANCE



Work/Life Balance – (noun) A state of equilibrium in which the demands of a person's job and personal life are equal

Balancing your professional and personal life can be challenging, but it's important. Creating a well-adjusted work/life balance is crucial to improve our physical, emotional, and mental well-being and our career.

Here are eight ways to create a better work/life balance:

Accept that there is no 'perfect' work/life balance.

- The distribution will vary from person to person. Take the time to determine what is best for you personally and professionally.

Find a job that you enjoy.

- While it may be impossible to love every aspect of your job, doing something you enjoy is one way to find fulfillment in your work.

Prioritize your health.

- Your overall physical, emotional, and mental health should be your primary concern.

Don't be afraid to unplug.

- Take a break from technology and work. Give yourself permission to disconnect from the weekly stress and spend time with other thoughts and ideas. This may be simple as taking time on your lunch break to meditate instead of checking work emails.

Utilize your paid time off.

- Sometimes, truly unplugging means taking vacation time and shutting work completely off for a while. Paid time off is a benefit, so don't be afraid to use it!



Make time for yourself and your loved ones.

- While your job is important, it shouldn't be your entire life. You should make time for the people and activities/hobbies that make you happy.

Set boundaries and work hours.

- The easiest strategy to avoid burnout is to separate and delegate your personal time and professional time.

Set goals and priorities.

- Set SMART goals in your personal and professional time to ensure you are satisfied with your accomplishments.

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