

HOW TO HAVE WORK-LIFE BALANCE

ESCAPING THE LIFE, WE WERE TAUGHT TO
BELIEVE IS TRUE



By Krystal Thompson

The most common reason that people get burned out in a job/career is work-life balance. Contrary to what most believe is a sacrifice for their career, it can be detrimental to their health. On average, a person spends most of their time working for financial sustainability. It is imperative to be in a work atmosphere that is positive, motivated and enhances your life. When there is a conflict between your personal life and work; then there are 4 factors to consider when determining the proper approach to create a positive work-life balance. It's not what is happening in your life, it is what it represents.



A background image showing an office setting. In the foreground, a person's hands are visible, one holding a green folder and the other a white document. A black office telephone is on a light-colored desk. In the background, there are light wood cabinets and another person's arm in a dark suit is visible on the right side.

01

FIRST ASK YOURSELF, WHAT SEASON ARE YOU IN RIGHT NOW?

Are you willing to sacrifice your personal life for your job/career? There will be times when your job will be demanding, and you may feel that stretch. You must ask yourself, is the demand something you're willing to do right now? Does the obligation fit into your personal life? These are things to consider when you are a determined person with a lot of drive. Having a busy personal life with obligations you need to fulfill can way heavy when you have a significant demand in your career as well. Balancing these things is important for your mental and physical health.

MANAGING STRESS

02

Stress is one of the primary sources of structures that are lived in people's lives. It creates repetitive behaviors, habits, emotions, mental strongholds, sickness and diseases that can influence and hinder balance in your life. The key to balance is managing your stress level. You cannot be stressed at work and at home; one has got to give. Ask yourself if what you are stressing about is something that you can control? If so, evaluate if those things can be resolved/changed.





03

SET BOUNDARIES

Giving 100 percent is not always the best approach. Life can be daunting enough on its own and adding things on your plate does not help the matter. Setting aside time for yourself is just as important as giving it. There comes a time where we just have to say NO when you're not in the position to over exalt yourself.



Here are some questions to consider:

- Is overtime necessary for me to take on right now?
- Do I need to take on that project?
- Am I doing tasks outside of my job duties?
- Do I have the capacity for my job obligations and personal activities?
- Am I feeling burnt out because of my job or my personal life?
- Do I find joy at either home or work?
- Does my company care about me as much as I care about them?

Be conscious of the decisions you make and clear about what you're willing and not willing to do. Sometimes your work life balance stability can be setting the proper boundaries of how much you're willing to give and stand on that decision.

04

HAVE CLEAR CAREER GOALS

Often employees run into a problem with their employers when it relates to salary, benefits, vacation/sick time, promotion/ increases and job performance. Be sure to know exactly what you are looking for in a job and ensure that the questions listed in step 3 are addressed. If you find yourself frustrated with your current situation identify if what you are doing aligns with your goals.



To ensure that you are receiving the work-life balance you are looking for here are some questions to ask yourself.

- Are you in the career that is right for you? If not, how is this job going to help you get where you need to be? What are you working for?
- What are your plans for this job/career.
- Have you talked about your position with the manager?
- Is there a growth opportunity?
- Are the benefits that are offered coincide with my needs?

Having a clear understanding of what it is you're trying to achieve with your current career opportunity enables you to have work-life balance because you are working toward something that will benefit you. This makes it easier to cope with personal demands because you can properly assess what takes precedence at that time.



REFLECTION

What information resonated with you the most?

Jot down some of the key things that you feel you can incorporate and create a plan to exercise those things into your daily life.

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