



Putting balance back into your Life...

When money is tight, workloads are high, job security is questionable your instinct may be to sacrifice personal time to work harder & longer. Yet during tough times, healthy work-life balance is more important than ever.

3 Easy steps to Balance

1. Take a “Time Out” – Go for a walk...give your brain & body the break they need to achieve peak performance
2. Prioritize & Delegate – Make a list – Are all the tasks on your list in line with what’s most crucial in your life and work? Delegate or reschedule tasks that don’t move you in the direction you want to go.
3. Stick to your routine – Don’t give up exercise or miss out on family events to get in a few more hours of work.

Still feeling too stressed at work? Call your EAP provider Family Service of the Chautauqua Region toll-free at **1-888-358-3899**.



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