

Work Life Balance



Achieving a balance between demands on your time isn't easy and the constant push/ pull between our commitments and priorities can lead to stresses, missed deadlines, disappointments and burnout. The best way to avoid these is to strive towards creating 'work life balance'. In this month's Tip Sheet we look at 10 ways to create work life balance...

- Conduct an audit of how you spend your time
- Make time in the morning to organise your day
- Schedule down time and make sure you get enough sleep
- Stay connected with loved ones, family and friends

- Make time for yourself so that you can recharge
- Break up your day with a walk to get some exercise and fresh air
- Have variety in your life to balance out your work commitments

Finding work life balance is a challenge that we all face. It is important for our health and wellbeing that we balance out our hectic work lives with time spent with friends and loved ones, as well as spending time alone for reflection and relaxation.

If you would like more advice on achieving and maintaining a work life balance, call **1300 687 327** to speak with a Converge International consultant.

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