



EAP Notes

Give Your Energy a Boost!

Maintaining a positive work/life balance can reenergize and boost your effectiveness both on and off the job. The following tips can help create the balance you are looking for and boost your energy for the things you love in life:

Set limits and boundaries

What's important to everyone else may not be what's important to you. Evaluate your values and priorities and determine if your needs are being met. It's okay to say "no", or to back away from volunteer projects. Don't let others make you feel guilty or bad for setting your own boundaries. If you spread yourself too thin, it can deplete your energy supply in a hurry. Keep a calendar including your personal social events in order to balance both work and life obligations. Say "yes" to your health and well being.

Evaluate your diet and meal times

When we're stressed and busier than ever, our diets can fall by the wayside. Fast food, skipping meals, and becoming friends with the vending machine can leave your diet with very few of the nutrients needed to stay energized. It's true that breakfast is the most important meal of the day. But if you're too busy for a sit down morning meal, plan some fresh fruits or other on-the-go snacks such as granola bars to fuel up for the day ahead. Also, choose healthy options when eating out such as salads, sandwiches, and grilled food as opposed to fried. Eliminate the sodas, and drink more water to keep hydrated and avoid the pitfalls of fluctuating blood sugar levels.

Find time for exercise

We all have low energy days when it is difficult to follow through on our commitment to daily exercise. However, sticking with an exercise plan boosts your heart rate and endorphins, strengthens your immune system, and enhances your mood. Whether it's a stroll around the block on your lunch break, or a 15 minute workout to start your day, exercise can reduce tension, stress, depression, and anxiety. Try controlled deep breathing for a fast and effective way to clear your head. Taking a moment for your health can offer a fresh outlook on the day's tasks that lie ahead and improve your spirits.

Schedule time for social and personal activities

When was the last time that you did something just for you? Are you using up your energy in one place? Stay committed to the fun things in life and set a date with your loved ones and friends. Social interaction and time spent doing the things you enjoy, are just as important as your work duties. Don't forget to live life to the fullest!

Ask for help

Don't hesitate to ask friends and family to help ease the workload. It's okay to seek advice or coaching to learn ways to increase productivity and help you meet your goals. Best Care EAP can help! Call us at 402-354-8000 or 800-666-8606 to speak with a qualified counselor confidentially.

Best Care
EMPLOYEE ASSISTANCE PROGRAM
