

Reflect, Reevaluate, and Rebalance: How to Shift to a Work-Life Balance

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Creating a work-life balance can be a challenge, but it is absolutely essential to improving one's physical, emotional, and mental well-being. Often, we tend to spend more time and energy on one area of our lives but overlook other areas that are equally important. That neglect results in work-life imbalance.

What is work-life balance? According to Sanfilippo (2020), work-life balance is the state of equilibrium where a person equally prioritizes the demands of one's career and the demands of one's personal life. An imbalance in your professional and personal life may lead to increased stress, anxiety, and/or depression. It can also take a toll on one's physical health. When you feel inching towards work-life imbalance, remind yourself to reflect, reevaluate, and rebalance.

Make time for yourself: Always remember that you are important and that you cannot be your best self if you do not invest in yourself. Do not feel guilty for making time for yourself. You deserve it.

Establish a no-work zone: Create a work-free zone where you commit to not check email, take or make business phone calls, or use your computer for office work. (Akalp, N., 2019)

Prioritize your health: Your health should always be your number one concern. This includes your physical, emotional, and mental health. Prioritizing your health does not have to be a drastic makeover, but something as simple as walking, a yoga session, or meditation. (Sanfilippo, M., 2020)

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Change the structure of your life: Embrace change. Sometimes we get into a rut and our daily “not so great” routines become set in stone. Rather than stay in your rut, do an audit of your daily routines and determine if you need to do a complete overhaul or make a few tweaks.

Reward yourself: It is okay to give yourself a pat on the back or reward yourself with some of your favorite things. Never be afraid to be your own cheerleader in life.

References:

Akalp, N. (2019). 4 Ways to Master Work-Life Balance. [Link to article](#)

Sanfilippo, M. (2020). How to improve your work-life balance today. [Link to article](#)