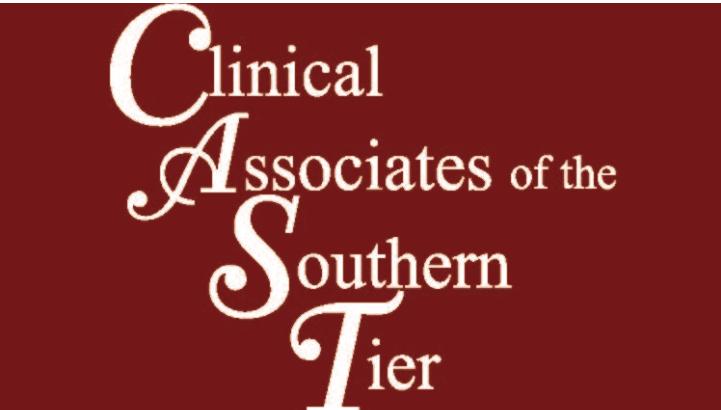


# Avoiding Burnout



For free assistance, contact Clinical Associates of the Southern Tier, your EAP provider at 607.936.1771.

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Do you find yourself feeling worn out and drained? Dreading going to work? You might be experiencing early signs of workplace burnout. A constant feeling of physical, mental, and/or emotional exhaustion and pessimism characterizes burnout in the workplace. It often results in a performance decline and loss of passion.

Do you fear coming back from vacation? Are you experiencing interpersonal problems at work and home, growing irritable and impatient? Burnout symptoms can also include: ***no longer enjoying tasks you once did, difficulty focusing on assignments, feeling pessimistic about your coworkers and your performance.***

## PREVENTATIVE BURNOUT MAINTENANCE

- *Evaluate* - Take a step back to see how you're using your time. Where and when are you most productive? Being efficient does not equal being effective. Prioritize your time.
- *Set vacations in stone* - If you are financially able, plan that trip today. It will give you something to anticipate. Or, consider doing a "staycation," and treat yourself to some rest and relaxation.
- *Reward yourself weekly* - Establish a routine that invests in you. Perhaps, schedule a dinner out with the family or coffee with a friend. You will be more motivated to complete a task when you have something fun to look forward to each week.
- *Build community with coworkers* - Relationships with positive people who inspire and motivate you is important. Negativity breeds negativity, so look for empathetic coworkers who are encouraging.
- *Unplug your devices* - Avoid checking your office email, voicemail, and logging in to do work when you're not in the office. Maintaining a clear distinction between work and home allows you to be more present and enjoy what you're doing.
- *Good self-care* - Take care of yourself with proper rest, exercise, and nutrition to reduce your burnout risk. Research has proven sleeping less than six hours a night increases your chances of burnout.