


Overcoming Burnout



A presentation delivered to you on behalf of Anthem EAP

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Overcoming Burnout

- Definition of burnout
- Recognize how burned out you are
- How to recognize burnout in others
- Consequences of burnout
- Basic self-care
- Strategies to overcome burnout
- Strategies to help others overcome burnout

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The Facts

Employees who say they very often or always experience burnout at work are:

- 63% more likely to take a sick day
- Half as likely to discuss how to approach performance goals with their manager
- 23% more likely to visit the emergency room
- 2.6 times as likely to be seeking a different job
- 13% less confident in their performance

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What are the Causes?

- Lifestyle choices
- Lack of control
- Unclear or unrealistic expectations
- Job or workplace issues and concerns
- Individual personality characteristics
- Stress

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What Burnout Is And Is Not

<p>What Burnout is:</p> <p>A condition related to:</p> <ul style="list-style-type: none"> ◦ Overwhelming stress ◦ Depletion of energy ◦ Inability to find inner strength <p>Requires an action plan to recover</p>	<p>What Burnout is Not:</p> <ul style="list-style-type: none"> ◦ Regular mental or physical exhaustion ◦ Something a good night's sleep will fix
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What Applies To Your Life?

<ul style="list-style-type: none"> ◦ Dread going to work ◦ Crying, feeling anxious ◦ Low work morale ◦ Job security concerns ◦ Difficult co-workers ◦ Fewer staff/employees & more work ◦ Frequent distractions/upset 	<ul style="list-style-type: none"> ◦ High pressure work environment ◦ Inability to say "no" ◦ Bitter about duties above your paygrade ◦ Last-minute project requests ◦ Lack of control over work or pace ◦ Indecisive, insecure ◦ Feeling like a failure
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What Applies To Your Life? (continued)

- Lack of information
- Meddling, overbearing bosses
- Monotonous work
- Underappreciated
- Speed/complexity of the workload
- Tight deadlines
- Too many demands
- Negative thinking
- Perfectionism
- Unclear job expectations
- Work in the helping profession
- Physical illness: gastrointestinal, ulcers, high blood pressure, heart attack, stroke
- Excessive self-medicating: eating, smoking, drinking, drugs

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Assessing Your Level Of Burnout

- How hard is it to get up in the morning?
- How much physical and emotional energy do you have, on a scale of 1-10?
- How much do you enjoy your job, on a scale of 1-10?
- How often do you feel excited at work, on a scale of 1-10?
- Do you have 1 year, 3 year and 5 year plans?
- Do you still have dreams, hopes and aspirations for your job, your career, your life?



The first step is awareness!!

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Recognizing Burnout in Others

- Simply ask these same questions of your loved ones or co-workers
- Do you observe these behaviors in them?
- Burnout can be contagious
- Do you have co-workers who are ALWAYS negative and drag everyone down?
- What happens when work negativity spills over at home?

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Components of Burnout

- Depersonalization: Separating yourself emotionally from your work; Disconnecting from work
- Decreased sense of accomplishment from work, resulting in a cycle of working more hours with no achievement or fulfillment
- Emotional exhaustion

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Burnout Scale

- Cranky
- Tired
- Exhausted
- Depleted
- Burned Out



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Consequences of Burnout

Physical	Psychological	Occupational
<ul style="list-style-type: none">◦ Chronic stress◦ Fatigue◦ High blood pressure◦ Increased risk for heart disease and diabetes◦ Compromised immunity	<ul style="list-style-type: none">◦ Depression◦ Anxiety◦ Anger◦ Irritability◦ Lack of motivation◦ Feelings of helplessness◦ Resentment	<ul style="list-style-type: none">◦ Job dissatisfaction◦ Withdrawal from colleagues◦ Poor work performance i.e., absenteeism, missing deadlines, negativity◦ Missing out on potential growth opportunities

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Complete the Stress Response Cycle

Understand the difference between your stress triggers and stress
Deal with the stress in your body, from a physiological perspective:

- Move
- Do something creative
- Laugh – Cry
- Take a deep breath

Develop a support network of caring, compassionate and encouraging people

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Strategies to Prevent and Overcome Burnout

- Identify and address the root cause: keep asking "why," until you find it
- Challenge yourself: fully use your potential
- Pace yourself
- Welcome change!
 - Shake it up: change your commute, what you wear, where you eat lunch. We need to change up the scenery from time to time!
- Work on your organization skills and use a calendar
- Evaluate your progress and difficulties
- If you are truly burned out, find a mentor, coach or counselor who can support and encourage you

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Strategies to Prevent and Overcome Burnout (continued)

Prevention

- Practice self-care
 - Sleep
 - Diet
 - Exercise
- Work with purpose
- Set boundaries
- Communicate clearly
- Implement stress management skills

Overcoming

- Identify the cause by performing a work analysis
- Communicate with your boss: areas of concern and potential solutions
- Draw support from others
- Find meaning in your work
- Reestablish balance between your work and personal life

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Basic Self-Care

3 Universal Core Needs: Sleeping, Eating and Moving

- **Sleeping**
 - 7-9 hours seven nights a week for adults (children require 11-12)
 - Regulates mood, clears waste from our brain, and reenergizes our cells
- **Eating**
 - Nutrition impacts your mood and energy
 - Intuitive eating: beware of eating as a coping mechanism; "stress eating"
 - Try eating lighter, healthier foods to increase your energy level, and eat smaller more frequent meals
 - Hydrate!


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Basic Self-Care (continued)

- **Moving**
 - Helps your body and mind to recalibrate
 - Move 30 minutes per day or 3 smaller, 10 minute bursts of exercise
 - Even 5 minutes of outdoor exercise can have a meaningful psychological impact
 - Exercise reduces sensitivity to anxiety (a key symptom of burnout)

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Encourage Others to Live a Healthy Lifestyle



- Support trial and error on their part, as long as they are trying
- "Manipulate" changes
- Push others to go out of their comfort zone
- Help them to concentrate on what they can control and let go of what they can't control
- Acknowledge that you understand burnout while encouraging them to set goals

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Reversing Burnout: Techniques

- Expect life to be tough from time to time
- Manage expectations: control what you can control
- Focus on the positives in your life
- Recognize that burnout is reversible
- Learn from your mistakes: fix 'em and forget 'em
- Clearly define roles and responsibilities at work and at home
- Improve communication
- Learn effective time management: schedule and delegate
- Talk to your doctor about your concerns and any physical or emotional symptoms

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Reversing Burnout: Techniques (continued)

- Practice relaxation techniques: mindfulness, guided meditation
- Take breaks
- Say "no"
- Celebrate accomplishments
- Reframe the experience; change the way you look at your job
- Connect with peers who will encourage you to be more positive
- Leave work on time
- Take breaks: lunch, vacations
- Start the day with music that pumps you up
- Put yourself first: make time for self-care

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