

STRESS MANAGEMENT: Real Tools For Your Work-Life Balance

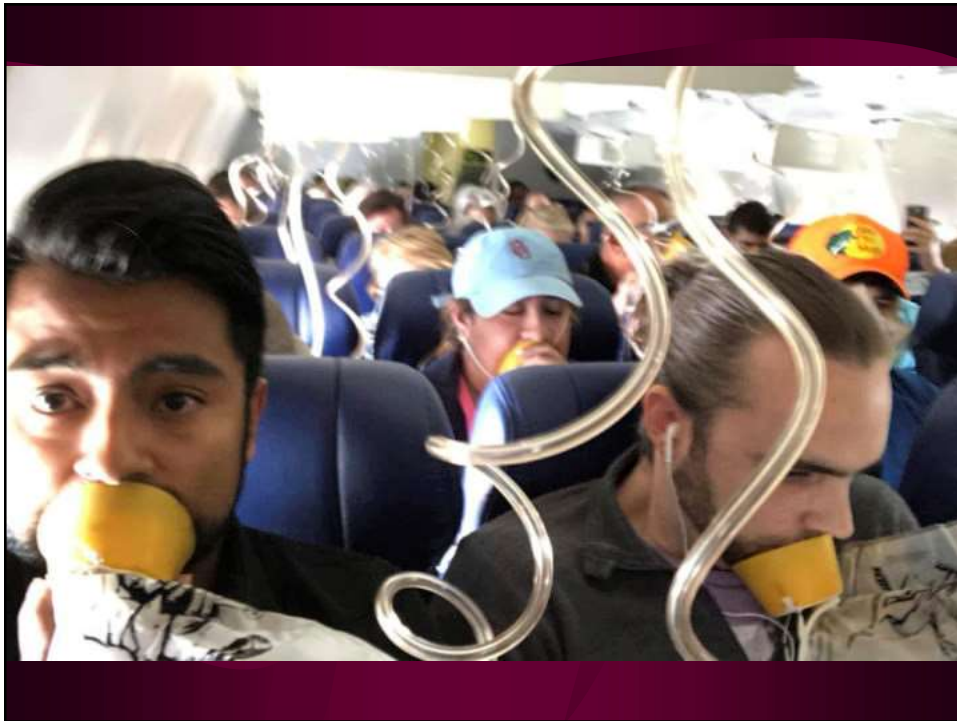
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"Let us be thankful, for if we didn't learn a lot today, at least we learned a little, and if we didn't learn a little, at least we didn't get sick, and if we got sick, at least we didn't die, so let us be thankful."

Siddhartha Gautama
Indian spiritual teacher, founder of
Buddhism (563-483)



Some Early Questions . . .

One foot in the present and one foot in the future?

Pleasure versus happiness?

Positive self-talk?

Daily breath-based relaxation practice?

Are you doing what you really want to do?

Can small changes make big differences?

What is Stress?

An everyday fact of life? A necessary stimulus? Unavoidable? Unmanageable?

The result of change: Comfort zone shift?

Both negative (distress) and positive (eustress)?

A biological reaction: Adrenaline, cortisol.

A cognitive reaction: Related to thinking.

An emotional reaction: Related to feelings.

Where Do You Feel Stress?

Your neck and shoulders?

Your lower back?

Your stomach?

Your teeth?

Headaches? Muscle aches?

Your energy level?

Your interactions with people?



Professional Stressmakers

Workload / Work schedule.

Interactions with co-workers, bosses,
clients, customers, taxpayers.

Harassment, bullying.

Burnout, de-motivated.

Poor decisions.

Toxic environment.

E-mails, calls, meetings.

Can't say no?

Personal Stressmakers

Family and In-Laws
Spouse / Partner
Kids
Conflicts
Money and Bills
Car and Home Repairs
Illnesses and Pain
Toxic friendships
Depression

EAP Services

Marital or relationship problems
Grief from a death or loss
Blended families
Substance abuse
Financial problems
Legal problems
Gambling addictions
Medical problems
Elder care support
Depression or mental health concerns
Suicidal thoughts
Pet care or loss
Personal stressors
Work stressors
Smoking cessation

Why Won't Employees Use EAP Services?

- Stigma about reaching out for help.
- Fear of peers or bosses finding out.
- Concerns about confidentiality.
- Reporting concerns.
- "Rubber Gun Squad" concerns.
- Don't now how to access the resource.
- No knowledge of the existence.

People Or Resources That Can Help Me Cope . . .

- Clinical referral from your doctor or healthcare plan.
- Referral from a trusted friend.
- Pastoral counseling.
- Online therapy via Skype?
- Support groups.

The "B.R.E.A.D.S." Stress "Cure"

Breathe: Slow and deep.

Relax your Body: The best results come from a 10-minute session, at least once per day.

Exercise: At least 30 minutes, three to five days a week.

Attitude: Relentlessly positive.

Diet: Go light on feel-good foods, manage your blood sugar throughout the day.

Sleep: Develop pre-sleep rituals; try to get 7 to 8 hours.

Breathing

Yoga

Meditation

Self-Hypnosis

Guided imagery

Focused relaxation

Focus on the pauses.

Relaxation

Start once per day for 10 minutes, in a place that's safe, comfortable, and quiet.

Try to get up to 20 minutes each day.

Meditation Benefits

Lower blood pressure and pulse rate.

Lowered metabolism.

You control your oxygen and CO₂ use.

You boost your immune system.

You stimulate anti-aging function.

You fight off disease.

Exercise

Walk at least 30 minutes per day, at least three to five days per week.

Attitude

Relentlessly positive.

Find the “Zen Moments”; the good in every situation, no matter how small or how brief.

Stop your negative self-talk.

Diet

Proteins early, carbs mid-day, go to bed a little hungry.

Five to six good days, one or two cheat day.

Moderate use of caffeine, alcohol, fats, and sugars.

Sleep

Program your sleep in 90-minute cycles.

Develop pre-sleep rituals.

Use the bedroom for what it was designed for.

Cool, dark, quiet (white noise?), peaceful.

Minimize blue light exposure.

Be careful with pills.

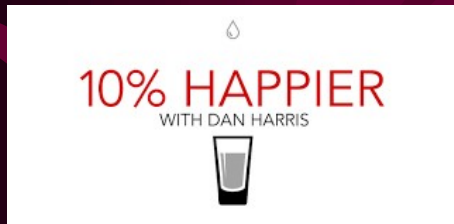
Don't worry about occasional insomnia.

Is Technology Making You Happy or Unhappy?



Phone Apps HEADSPACE

10% HAPPIER



Anger Mastery

Pause!

Breathe!

Keep your voice down.

Agree to disagree.

Stop your desire to be right.

Think about the consequences sooner.

Recognize your hot buttons.

Leave.

Closure Tools for Tough Situations: Using the Three "T's"

TIME

TALKING

THOUGHT STOPPING

Workplace Wellness Concepts

Health days.

Gym memberships, on-site facilities.

Yoga, mediation, nap rooms.

Job sharing, telecommuting, flextime.

Smoking cessation programs.

Access to wellness programs through
benefits plans.

Sabbaticals, mental health days.

No emails before/after dark.

Got Stress? Got 10 Minutes?

USE FOCUSED RELAXATION.

1. Breathing: Focus on the Turning Points.
2. Head-to-Toe Muscle Relaxation.
3. Private Getaway Place, Color, Finger Touch, Chosen Word.



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