

Tip sheet

Work-life balance

Work-life balance refers to an equilibrium state, where one effectively balances work or career demands with those of their personal life. Someone lacking a work-life balance has more obligations and struggles to find personal time.



Employee-specific factors, such as employee personality and their stage in life play a role in establishing a workable work-life balance. So does the type of work and the environment within which your business operates.

Researchers are now encouraging us to stop thinking about work-life balance as an achievement that you either hit or don't. Instead, they suggest it may be more of a lifelong process – a continuous, ongoing exercise that requires vigilance, self-awareness, and timely tweaks.

These days, work-life balance can seem like an impossible feat, despite some organisations supporting flexible hours, working from home and a shorter working week. Technology makes workers accessible around the clock. Fears of job loss, workplace culture or unstated expectations incentivise longer hours. The compounding stress

from the never-ending workday can hurt relationships, health, and overall happiness.

Here are some helpful tips

Examine

Pause and examine personal values and beliefs; 'What's currently causing me stress?'

Reflect

Reflect on your responses and the value you put on work, family, and other activities; do they make you angry, sad, energised?

Reprioritise

Engage with your manager regarding work design, flexibility and defining capacity.

Check in

– with yourself and shift or adapt your professional life to something that will better harmonise with your personal one.

Unplug

Technology has helped our lives in many ways, but it has also created expectations of constant accessibility. The workday never seems to end.

Exercise and health

Exercise is an effective stress reducer. It pumps feel-good endorphins through your body and helps lift your mood.

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