

Tip sheet

Year-end stress

As the year draws to a close and the holidays approach, workplace stress tends to peak. Balancing our work and personal lives can become overwhelming, but there are strategies to help you manage stress effectively.



Navigating stress at the year's end

Prioritise and plan

Create a comprehensive to-do list, prioritising tasks by their urgency. Break down larger projects into manageable steps to avoid feeling overwhelmed. Determine what has to be done this year and what can be left for the next.

Communication is key

Keep open lines of communication with colleagues and managers. Clearly express your workload and, if necessary, negotiate deadlines to ensure a realistic and manageable schedule.

Take breaks

Incorporate short breaks into your day to recharge. A brief walk or deep breathing exercises can refresh your mind, improving focus and productivity.

Celebrate the wins

Acknowledge and celebrate your accomplishments throughout the year. Reflecting on successes can provide a positive perspective before the year is up.

Healthy lifestyle choices

Maintain a balanced lifestyle by prioritising good sleep, nutrition and regular exercise. A healthy body contributes to a resilient mind.

Embrace the summer holiday season

Don't forget to enjoy the holiday season and festivities. Plan activities with friends and family, and put all your work behind you. It will still be there when you get back, so why stress about it during your leave?

Leave the year looking forward to the next

Each new year brings with it countless opportunities for growth. This could be personal or professional, and include fresh ways of doing things, acquiring new skills or achieving milestones. Rather than fretting over the end of one year, try to reorient yourself towards the future and the positives that may come.

Contact

0508 664 981
assistance@vitae.co.nz
www.vitae.co.nz