



eap

Helping Hands



5 Tips for Better Work-Life Balance

Beat burnout by making more time for the activities and people that matter most to you.
Excerpts from WebMD Feature By Jen Uscher - Reviewed By Hansa D. Bhargava, MD

If you're finding it more challenging than ever to juggle the demands of your job and the rest of your life, you're not alone. Many people are putting in extra hours, or using their smartphones to be on call when they're not physically at work. "A lot of people are having a more difficult time finding balance in their lives because there have been cutbacks or layoffs where they work. They're afraid it may happen to them, so they're putting in more hours," says [psychologist](#) Robert Brooks, PhD, co-author of *The Power of Resilience: Achieving Balance, Confidence, and Personal Strength in Your Life*.

Here are five ways to bring a little more balance to your daily routine:

1. Build downtime into your schedule.

When you plan your week, make it a point to schedule time with your family and friends, and activities that help you recharge. If there's nothing on the schedule, time tends to get frittered away. Prioritize what is important to you and put it on your schedule.

2. Drop activities that sap your time or energy.

Many people waste their time on activities or people that add no value. Take stock of activities that don't enhance your life, and minimize the time you spend on them. "We often get sucked into habits that are making us less efficient without realizing it", Stack says. If you don't like doing it - don't do it! Spend more time on activities that you enjoy and are fulfilling.

3. Rethink your errands.

Consider alternatives for your time-consuming household chores or errands. Could you order your groceries online and have them delivered? Could you hire the kid down the street to mow your lawn? Is there a service that will pick up and drop off your dry cleaning at your home or office? Look into ordering your stamps online so you don't have to go to the post office. If you like to cook, you could prepare and freeze a couple of meals so that it is easy to prepare food that you like in a hurry. Even if you're on a tight budget, you may discover that the time you'll save will make it worth it.



4. Get moving.

It's hard to make time for exercise when you have a jam-packed schedule, Research shows exercise can help you to be more alert. Not exercising and trying to squeeze in another half hour of work, may lead to not feeling as alert. Take a break and walk around the building, take the stairs as often as you can or park your car so you have to walk farther to your work area.

5. Remember that a little relaxation goes a long way.

Don't assume you need to make big changes to bring more balance to your life. Slowly build more activities into your schedule that are important to you. Start by spending an hour a week on your hobby, or planning an activity with your spouse. Even during a hectic day, you can take 10 or 15 minutes to recharge your batteries. Make a little time for the things that ignite your joy and enjoy life more.



Non-Medical Pain Management

(excerpts from drugs.com)

What are non-pharmacological therapies for pain?

Non-pharmacological therapies are ways to decrease pain in addition to or instead of medicine. Each person may respond to these therapies differently.

Why is pain control important?

If pain is not treated, it can decrease your appetite and make it difficult for you to sleep. You may feel that you lack energy or the ability to do things. Pain can also affect your mood and relationships with others. Non-pharmacological therapies may help decrease your pain or give you more control over your pain. This can improve your quality of life.

What therapies are normally used with medicine to help control pain?

- **Heat:** Heat helps decrease pain and muscle spasms. Apply heat to the area for 20 to 30 minutes every 2 hours for as many days as directed.
- **Ice:** Ice helps decrease swelling and pain. Ice may also help prevent tissue damage. Use an ice pack or put crushed ice in a plastic bag. Cover it with a towel and place it on the area for 15 to 20 minutes every hour as directed.
- **Massage therapy:** This may help relax tight muscles and decrease pain.
- **Physical therapy:** This teaches you exercises to help improve movement and strength, and to decrease pain.
- **Transcutaneous electrical nerve stimulation (TENS):** This is a portable, pocket-sized, battery-powered device that attaches to your skin. It is usually placed over the area of pain. It uses mild, safe electrical signals to help control pain.

IAM Peer Employee Assistance Program



The heart and soul of the District 141 Employee Assistance Program are your local lodge EAP peer coordinators. These dedicated men and women volunteer their personal time to assist other union members and their families who are experiencing personal difficulties. EAP coordinators do not make clinical diagnoses or clinical evaluations. They are trained to make a basic assessment of your situation and refer you to an appropriate resource for a more detailed evaluation. EAP coordinators will follow up to ensure you have been able to access services that address the difficulty you are experiencing. Your IAM EAP resource is listed below. Please call the representative listed here for help with troubling issues.

CLE IAM EAP Coordinator

Patty Levstik

E-Mail: pattylevstik@gmail.com

IAM EAP Midwest Region Representative:

Mark Sanderson

(773)-601-5081 E-Mail: msanderson@iam.org

What other things may help control or reduce pain?

Aromatherapy: Using scents to relax, relieve stress, and decrease pain. Aromatherapy uses oils, extracts, or other fragrances. They may be inhaled or used during massages, facials, body wraps, and baths.

Guided imagery: This teaches you how to put pictures in your mind that will make pain less intense. It may help you learn how to become aware of the way [your body](#) senses and responds to pain.

Laughter: Laughter helps you let go of stress, anger, fear, depression, and hopelessness.

Music: This may help increase energy and improve your mood. Music can reduce pain by triggering the release of endorphins. These are natural body chemicals that decrease pain.

Biofeedback: Training your body to respond differently to stress and pain. Biofeedback machines help you learn how to relax your body.

Self-hypnosis: Directing your attention to something other than your pain. This may involve repeating a positive statement about ignoring the pain or visualizing the pain in a positive way.