

Managing Your

Work/Life Balance



8 WAYS TO BALANCE WORK AND HOME and not fear missing out, being left behind, or perceived as not working hard enough.



KNOW what you want in your work/life balance



Schedule things that make you **HAPPY**



Put the phone down and **BE PRESENT** when it's time



RELAX to help "turn off"



DESIGNATE a "working late" day



MAKE TIME for a post-work transition period



TALK with a non-family member about your work stress



FOCUS on activities you value most