



BALANCE NEEDS OF EMPLOYEES WITH NEEDS OF ORGANIZATION

Taking an employee-centered approach not only takes coming from a stable place, it also requires a certain amount of empathy — the ability to sense and appreciate what others might be feeling. Have empathy for what your team may be experiencing as far as stress, frustration, work overload, etc. Coming from a place of balance and compassion can often help you more easily make adjustments that can boost morale and productivity.

Slowing down and lessening reactivity can cause a culture change if you demonstrate this behavior with your staff. Taking a calm and measured approach to projects, clients, coworkers, and issues can show your team the importance of calmness and balance.

BE A MODEL

Be an example of balance for your team. Make sure you come from a place of strong centeredness each day. Showing your employees how you bring balance to your workday can encourage them to do the same. One good way to start being dependably steady is to take good care of yourself. Some suggestions include:

- Eating well
- Enjoying regular physical activity
- Spending social time with friends, families, or colleagues
- Getting quality sleep

Setting an example of taking care of yourself can also be contagious. It not only gives a model for your employees to follow — it indirectly gives them permission to take better care of themselves.

SHOW YOUR APPRECIATION

Overt acknowledgements of your team's achievements can also advance your staff's collective self-esteem. Even a simple email acknowledging a recent team accomplishment can pick up spirits and foster pride in their work. Such acknowledgements can also subtly set the standards for the caliber of work that is expected.

BE MINDFUL OF WORK/LIFE BALANCE

With employee-centered leadership — and your own needs for personal and professional balance — it is helpful to be mindful of the importance of work/life balance. You can do this by talking with your staff about your efforts at work/life balance and acknowledging their life outside of work, which can be done with a simple conversation about how their weekend was or about their outside interests — or remembering a birthday or work anniversary.

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HOURS A DAY

Employee Assistance Program

1-800-222-0364

TTY: 1-888-262-7848

FOH4You.com

The **EAP** is a voluntary and confidential employee benefit available to you and your family at no cost.

