

Stress Management during Times of Transitions



When stress on the job interferes with your ability to work, care for yourself, or manage your personal life, it is time to take action. Start by paying attention to your physical and emotional health. When your own needs are taken care of, you are stronger and more resilient to stress. The better you feel, the better equipped you will be to manage work stress without becoming overwhelmed.

Stress is all around us and can be difficult and problematic to ignore. Your ability to utilize healthy stress management techniques in the workplace can make the difference between successfully managing through times of workplace transition or developing unhealthy habits which may negatively impact your professional or personal life.

Here are some suggestions for regaining control over yourself in stressful situations:

- **Communication is essential.** Rumors have a tendency to surface during times of organizational transition. It is important to not believe everything you hear, and be sure you make efforts to get the facts. If you have questions about information you are hearing, reach out to your manager or a representative from HR for clarification.
- **Maintain a positive attitude.** Remember you may not be able to control the situation, but you can control your reactions to it. To maintain a positive attitude you may need to adjust your expectations and limit your exposure to negative people.
- **Stay focused.** Keep doing your job. Your energy is better spent focusing on your job duties, than focusing your mental energy on the unknown/situation beyond your control.
- **Maintain a sense of humor.** It helps you keep things in perspective and aids in maintaining a positive attitude. Laughter has been proven to elevate mood through the increased release of endorphins or “feel good” hormones into the body. Laugh often!
- **Practice healthy stress management techniques.** Getting sufficient rest, eating a balanced diet, and exercise go a long way to managing thoughts and emotions associated with stressful situations. Remember to avoid the use of caffeine, nicotine, and alcohol as coping strategies.

While these tips apply to a work environment, do not forget the value of your personal connections and social outlets. Together they will add balance and foster resilience during a difficult, stressful period.



Your Employee Assistance Program

Anytime, any day, you have free, confidential access to professional consultants and online resources to help you be your best. To access these services, call or log on to get started.

TOLL-FREE:

WEBSITE:

CODE:

Fostering Resilience



Have you ever wondered why some people seem to roll with the punches in life while others get derailed? It could be that they have developed resilience – the process of adapting well in the face of adversity, trauma, tragedy, threats or significant sources of stress. It means “bouncing back” from difficult experience

The following are some strategies for building resilience.

- **Avoid seeing crises as insurmountable problems.** You can't change what has happened, but you can change your actions. Try looking ahead and recognizing that things will be better.
- **Accept that change is a part of living.** Certain goals may no longer be attainable as a result of adverse situations. Accepting circumstances that cannot be changed can help you focus on situations that you do have control over.
- **Move toward your goals.** Do something regularly — even if it seems like a small accomplishment — that enables you to move toward your goals. Ask yourself, “What’s one thing I know I can accomplish today that helps me move in the direction I want to go?”
- **Take decisive actions.** Rather than detaching completely from problems or stressors, and wishing they would just go away, do something.
- **Nurture a positive view of yourself.** See yourself as capable, competent, and able to solve problems. Avoid attributing setbacks to your own inadequacy and instead as something specific and temporary.
- **Keep things in perspective.** Try to consider the stressful situation in a broader context and keep a long-term perspective. You can transcend painful times by perceiving them as a temporary state.
- **Maintain a hopeful outlook.** A positive outlook allows you to envision that good things will happen in your life. Optimism can help blunt the impact of stress.
- **Look for opportunities for self-discovery.** You may find that you have grown personally as a result of your struggle and have a new appreciation for your relationships, your own sense of strength, increased self-worth, and more heightened sense of gratitude.
- **Take care of yourself.** Pay attention to your own needs and feelings and engage in activities that replenish you.



Your Employee Assistance Program

Anytime, any day, you have free, confidential access to professional consultants and online resources to help you be your best. To access these services, call or log on to get started.

TOLL-FREE:

WEBSITE:

CODE: