

FrontLine Employee

WELLNESS, PRODUCTIVITY AND YOU!

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PARKINSON'S LAW: productivity's nemesis

You are working on a task that should take two hours to complete. You have four hours available, so you plan to finish early. But the job takes all four hours! What happened?

You are likely a victim of Parkinson's Law. It states that a task or job will consume all the time allowed to complete it. It feels like the work expanded to fill the time available, but it didn't — you simply filled the time with distractions. To fight back, set deadlines much shorter than needed.

Try using a timer set to sound every 10 minutes to increase awareness and help you stay focused.

You will soon learn to avoid deadline panic, increase your awareness of distractions, and experience more job satisfaction. Outside of work, you will enjoy more leisure time and productivity.

Overcoming fear of change

Fear is one of the most significant hurdles with upcoming organizational change. To face change with determined fortitude: Accept that fear of change is normal and don't deny your concern about it. Try "moving your fear to paper" by writing down concerns. Consider each concern's potential solution. Small things count — losing an office, giving up a pretty commute, coming home later — see if you can identify exactly what the change may bring.

Connect with supportive friends or a Continuum EAP counselor with whom you can discuss concerns. You are likely to discover solutions and coping strategies for virtually any related problem or issue you identify.

Resist buying into rumors at the "water cooler" that can stoke more fear. Instead, bring concerns to your supervisor and compare them with official information sources.

Read about how to cope with change. The field of literature on this topic is huge, and reading may be the fastest way to feel empowered and less fearful. Staying on top of your fear by remaining proactive and planning your approach to change will help you stay positive.

You are no stranger to change, so consider past experiences where you successfully overcame major changes that occurred in your life. Ultimately, coping with fear of change is about taking control of your attitude and being determined with a personal set of adaption strategies that will help you benefit from new experiences that are coming your way.



Helping children learn “GIVING BACK”

Will you be using the holiday season to help a child learn about charity or volunteerism? The goal, of course, is helping a child grow into an adult who values the importance of helping others who are less fortunate. Each community is sure to have many opportunities, but even a simple craft gift made by a child can brighten the day of someone in need.

TIP: Try discussing with the youngster the positive feelings of doing something beneficial for others. This small exercise in self-awareness will reinforce the experience, help the child understand the concept of gratitude, and create feelings of positive self-esteem in a way that only sharing one’s resources or personal efforts to help others can produce.

Fight the stigma of mental illness in the WORKPLACE

The stigma of mental illness in the workplace contributes to denial and avoidance of treatment. Some studies have shown stigma contributing to the delay of treatment for up to eight years!

That’s a lot of needless suffering. Since 25% of employees will eventually have a mental health diagnosis, fighting stigma is crucial.

To fight for change, take two powerful steps:

- 1 Talk about mental wellness just as you would physical wellness.
- 2 Just as you know to avoid derogatory terms for physical disabilities, also discourage language (crazy, nut-case, loco, etc.) historically associated with mental illness.

October 8, 2020, is National Depression Screening Day. It’s dedicated to education, reducing the stigma of depression, and encouraging people to get screened. Early attention to the symptoms of depression may help to prevent the development of a more serious depression over time.

Would you or someone you know benefit from a depression screening? If your company subscribes to Continuum’s HelpNet online resource center, you can access an online assessment right from the member login on www.4continuum.com. Or, Bryan Health offers a number of screening tools at <https://screening.mentalhealthscreening.org/bryanhealth>.

Research: www.ncbi.nlm.nih.gov (search: PMC5347358)

ELECTION POLITICS and the workplace

It’s common courtesy to avoid political discussions at work. Still, they do happen. If resistance is futile, these tips can help prevent things from going too far:

- 1 Learn to self-intervene. When tension builds, move the discussion along to more work-related matters.
- 2 Check your visceral reaction. Politics prompts a “flight or fight” response. Don’t give in to it. This dynamic is reinforced by the culture, but succumbing to it can make it seem OK to get personal.
- 3 Avoid demonization or moral indictment of a co-worker.
- 4 Do a “reboot.” End political discussions with a verbal affirmation that despite differences, you really do value your workplace relationships.