

Balancing Work, Family and Caregiving



We have all heard the term **work-life balance**. We've been told it's something to seek, a goal to aim for. If achieved, a balance to maintain and protect. But many of us struggle to understand what it **actually means**.

The term "work-life balance" implies that all aspects of our jobs, family life and caring for others should be equal in order to feel a sense of balance. But what does it actually mean to live a balanced life? How is it even possible to balance equally the chaos of being a mom, dad, wife, husband, friend, daughter, son, employee or employer?

The truth is, we could all use a little help in determining the feeling of balance in our lives. It probably looks a little different for all of us. What's important is that you find a balance that allows you to feel both happiness and accomplishment at the end of each day. The ultimate goal is to feel as though you accomplished what you set out to do and enjoyed it.

Home life, work life and free time are all important areas of our lives. Ask yourself these questions:

- Do each of your family members feel that you spend enough time with them?
- Can you complete your work responsibilities during the hours you spend at your job?
- Do you take time off for yourself, and if you do, do you feel it is guilt-free?

If you've answered "yes" to all of these questions, you are in good shape! If not, keep reading for some tips on how to move closer to a balanced state.

A good way of finding balance is by learning how to take all the elements that make up your life and piece them together so that they work in unison to support your personal goals. When you achieve this, you'll spend more time enriching your life with positive experiences and less time trying to overcome obstacles you have laid out for yourself. Here are some keys to getting yourself on the right track and finding balance in your life:

- Separate your priorities from your wants.
- See the big picture and how actions affect outcomes.
- Work to keep your professional and personal life from conflicting with one another.
- Use private time and recreational activities to recharge your emotional batteries.
- Embrace a positive outlook.
- Cultivate a strong sense of organization.
- Shift gears when needed to keep up the various roles you play in your life.

The most important thing is to give yourself a break. You may not find the perfect work-life balance every single day or week, but if you understand the keys and make an effort to create an evenness in your life you will be happier and more fulfilled on your journey to finding balance. For more tips call your EAP or visit the website at: EAP4YOU.com