

# RETHINKING WORK-LIFE BALANCE

## Lunch-and-Learn Handout & Resources



Work is a part of life. Life is brought into our work. Bringing both into the same realm can bring joy and meaning to our work and our personal lives. Recognizing that balance is flawed can redefine "success" in life.

### Why are we talking about this?

- Changing workforce
- Changing values
- Increasing stressors
- Connectivity
- Blurred lines between work-life and personal life

### How do we adapt? **Redefine work-life balance.**

Accept that work-life balance is impossible. You can never fully balance work and life. A scale is only balanced until something throws it off. Viewing work as a separate entity to life gets in the way of our overall happiness and fulfillment.

## WORK-LIFE INTEGRATION



Balance



Integration

Work-life integration is about removing the boundaries and separation between the different facets of life. This allows us to align goals to create the life that works for you.

**In everything you do:  
Achievement and Enjoyment**

### 3 KEY PRINCIPLES

**Be Real.** Accept what works for you, your priorities, and others. Be authentic about where your priorities lie - you can't be wrong. Reevaluate as needed.

**Be Whole.** It makes sense to have meaning and being clear on priorities in life by viewing our roles and responsibilities as pieces to the whole that we call "life". All parts are blending.

**Be Innovative.** Get things done in a way that works for you. Get creative and seek support where needed. Be willing to use trial and error until you find what best fits your life.

# RETHINKING WORK-LIFE BALANCE

## Lunch-and-Learn Handout & Resources

### WORK IS LIFE – LIFE IS LIFE

#### Consider values, set goals, and make a plan!

- Look at how you spend your time. Are your hobbies and interests opposite to the work that you do?
- Are your personal and professional goals working together, or is it impossible to achieve them?
- Think of how you feel about how you are treated at work.
- Set long-term goals and aim high.
- Consider your values.

#### Review and strategize!

- ✓ Accept that there is no perfect situation.
- ✓ Find a job that you love or love the job that you have.
- ✓ Prioritize your values and be clear on your goals.
- ✓ Ask for help and support where needed.
- ✓ Set boundaries and work hours if needed.



#### Lunch-and-Learn Resources

<https://worklifebalance.com/work-life-balance-defined/>

<https://www.inc.com/jacob-morgan/work-life-balance-is-becoming-work-life-integration.html>

<https://womenandtech.indiana.edu>

<https://www.inc.com/ryan-jenkins/this-is-what-millennials-value-most-in-a-job-why.html>

<https://worklifebalance.com/work-life-balance-defined/>

<https://www.sais.org/news/206381/Total-Leadership-Be-a-Better-Leader-Have-a-Richer-Life.htm>

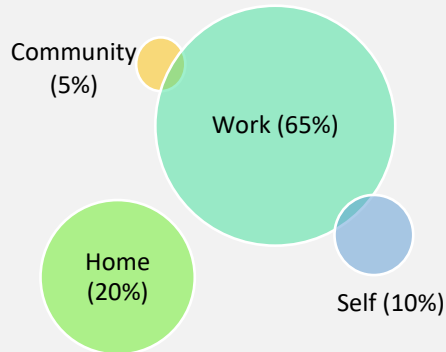
# RETHINKING WORK-LIFE BALANCE

## Lunch-and-Learn Handout & Resources

### INTEGRATION EXERCISE

#### ASSESS YOUR CURRENT SITUATION

Draw 4 circles of different sizes representing the four main areas of your life: **Work, Home, Self, Community**. The circle values should total 100%. Show how compatible the different areas are by redrawing these circles with overlap. Those that overlap are more compatible than those that stand alone.



#### Example:

- Short-term goals: Work promotion and starting a family.
- This picture tells me that I am currently focused on work life.
- I am happy with work as my focus as I am working towards a promotion and agree that the majority of my time and efforts need to be spent here. I realize, however, that a shift needs to be made to prepare for family life.

**ACTION STEPS:** Integrate "Home" and "Work", add to "Self"

#### BUILD INTEGRATION INTO YOUR LIFE

List the skills, hobbies, and passion that you value? What brings you a sense of achievement and/or enjoyment? Can any of these be integrated into your circles to make them more compatible? Here is an example of integration and building of "Self".

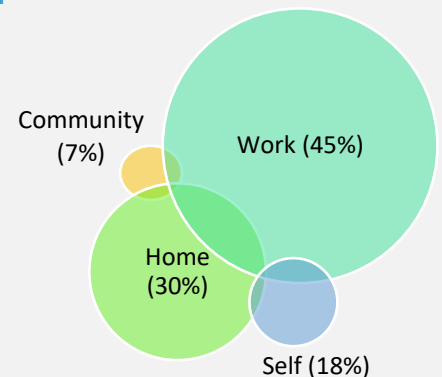
- Skills:** Leadership, Creativity  
**Hobbies:** Self-Improvement Projects  
**Passions:** Nutrition, Health & Wellness, Veganism, Friends



#### WELCOME TO YOUR INTEGRATED LIFE

#### Improvements:

- My passion for nutrition and health can be integrated through a monthly supper club exploring vegan options in the city. (Adds to "Self" and integrates "Community")
- Participate more in daily household chores. (Integrates "Home")
- Schedule morning workouts with my husband through the week on more flexible days. (Integrates "Work", "Home", and adds to "Self")
- Be accessible to work in the evenings but commit to 2 phone-free hours (Integrates "Work", "Home", and "Self")



# RETHINKING WORK-LIFE BALANCE

## Lunch-and-Learn Handout & Resources

### CURRENT SITUATION

(Draw your 4 circles)

Current short-term goals:

---

This picture tells me that I am:

---

---

I am happy with these areas:

---

I want to spend more time and energy on:

---

---

### BUILDING INTEGRATION

SKILLS		HOBBIES		PASSIONS	

### YOUR INTEGRATED LIFE

(Redraw your 4 circles)

Areas Integrated:

---

Improvements Made:

---

---

---

---

---

New Goals:

---

---

---