

Strategies to Keep Burnout at Bay

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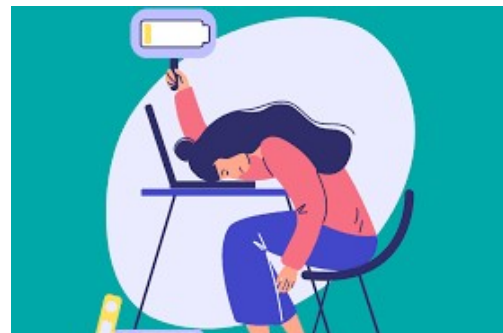
Oregon TECH
Health & Wellness



1

'Tis (Always) the Season for Burnout

- * Do you find yourself wondering when the term will end?
- * Does a sense of dread start to build in your chest on Sunday nights?
- * Have you noticed yourself being short with other people – coworkers, students – at work?
- * Do the days pass by slowly and seem to all blend into one another?
- * You might be experiencing Burnout!



2

Strategy #1: Adjust Boundaries & Expectations

- * May need to do this with students, coworkers, or even your supervisor
- * Remind yourself that there are limits on what you can do (expertise, time)
- * Is there another resource on campus for this? Refer? Collaborate?
- * It's okay to say "No"
 - * "I have a lot on my plate right now"
 - * "Let me get back to you about that"
- * Reining in the perfectionist
 - * Sometimes "Good Enough" IS good enough!
 - * Reality check – "How realistic is this expectation?"
- * Consider asking for help prioritizing the workload



3

Strategy #1 Recap: What Would Be Most Beneficial For You?

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4

Strategy #2: Step Back to See the Big Picture

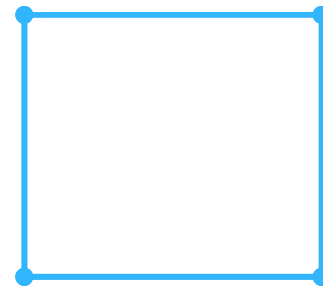
- * Remember that life is about balance
 - * Throwing yourself into projects is fine if balanced with less intensive work
 - * There's a time to work and a time to **not work**
 - * Pay attention to yourself, you may need to adjust
- * Ask yourself "Why did I get into this field?"
- * Focus on the things that are the most important to you, that align with your strengths & values, or are actually part of your Job Description!
- * Take a step back and breathe!



5

Be Still My Beating Heart: Box Breathing

- * We can't dial down our heart rate but we can slow down our breathing which in turn slows our pulse
- * Using the Box Breathing technique, we can calm ourselves down
 - * Inhale slowly for four seconds
 - * Hold your breath for four seconds
 - * Exhale slowly for four seconds
 - * Hold your breath for four seconds
 - * Repeat!



6

Strategy #2 Recap: What Would Be the Most Beneficial for You?

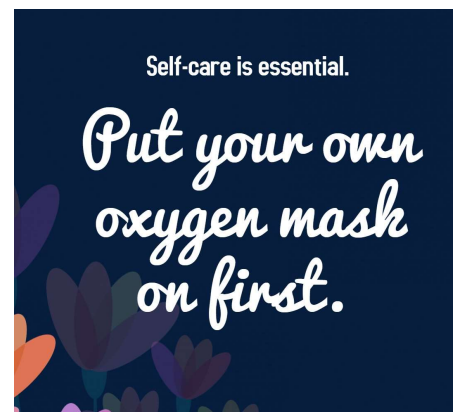
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- * Ask yourself "Why did I get into this field?"
- * Focus on the things that are the most important to you, that align with your strengths & values, or are actually part of your Job Description!
- * Take a step back and breathe – use Box Breathing!



7

Strategy #3: Take Care of Yourself

- * Even though it may seem counter-intuitive, you really do have to make sure you are well in order to take care of others
 - * Research shows caregivers' health is significantly impacted which reduces their ability to care-take!
 - * You can't fill anyone's bucket if yours is empty
- * Research has documented the relationship between emotional stress and physical health
 - * Pushing yourself too hard will inevitably impact your health
 - * Ever taken a vacation and promptly gotten sick?



8

Strategy #3: Take Care of Yourself

- * Actually take a lunch break – leave your area if possible
- * Block your Outlook calendar when you need to focus
- * Check in on a co-worker (or supervisor!) – take a moment to be human
- * Give yourself time at the beginning and end of each day to catch up on e-mails, look at what's coming the next day, and update To Do lists
- * Get up and walk around at least once an hour – OR – sit at least once an hour
- * Look out a window for at least 45 seconds (or better yet go outside and breathe!)



9

Strategy #3: Take Care of Yourself

- * When you drive out of the parking lot, intentionally leave it there
- * Remind yourself that you've done the best that you could that day
- * Take time for yourself every night:
 - * Create a signal to yourself to transition out of work mode
 - * Letting Go Bowl
 - * Change into "comfy" clothes
 - * Hobby/craft
 - * Scream in your car
 - * Wine at five
 - * Try mindfulness – really be "present" at home



10

Strategy #3 Recap: What Would Be the Most Beneficial for You?

- * Put your mask on first
- * Actually take a lunch break – leave your area if possible
- * Block your Outlook calendar when you need to focus
- * Check in on a co-worker (or supervisor!) – take a moment to be human
- * Give yourself time at the beginning and end of each day to organize
- * Get up and walk around at least once an hour – OR – sit at least once an hour
- * Look out a window for at least 45 seconds (or better yet go outside and breathe!)
- * When you drive out of the parking lot, intentionally leave work there
- * Remind yourself that you've done the best that you could that day
- * Transition from work mode to home mode
- * Take time for yourself every night



11

Thanks for All You Do!



12