



Helping Your Employees Manage Workplace Stress

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Learning Objectives

1. Define the difference between stress and a challenge.
2. Identify warning signs of unmanaged job stress.
3. List some of the causes of job stress.
4. Discuss practical suggestions to reduce your employees' stress levels at work.

Stress vs. Challenge



Stress

- Drains
- Exhausts resources
- May cause poor health
- Can lead to injury

Challenge

- Energizes
- Motivates
- Relaxes
- Satisfies



Warning Signs of Unmanaged Job Stress

Symptoms

- Headaches
- Sleep disturbances
- Difficulty concentrating
- Irritable
- Stomach problems
- Feeling anxious
- Fatigue
- Feeling depressed

Behaviors

- Decreased productivity
- Changes in appearance
- Decreased participation in meetings
- Low morale
- Increased absenteeism
- Arriving to work late
- Requesting to leave early
- Taking extended breaks



Causes of Job Stress

Employee Characteristics

- A Need to control
- A lack or perceived lack of competence
- People pleaser
- Perfectionist
- Career concerns

Job Characteristics

- Excessive workloads
- Few opportunities for growth
- Management styles
- Unrealistic job expectations
- Lack of social support
- Lack of control around job-related decisions
- Environmental conditions



Decreasing Job Stress



Improve communication

Collaborate with your employees

Develop a culture that values the individual employee

Decreasing Job Stress

Improve communication

- Be approachable
- Share information to reduce job uncertainty
- Clearly define roles and responsibilities



Decreasing Job Stress

Collaborate with your employees

- Offer decision-making power
- Provide career development opportunities
- Workload = worker's capabilities and resources



Decreasing Job Stress

Develop a culture that values the individual employee

- Don't tolerate bullying/harassment
- Acknowledge work-life balance issues
- Model and encourage well-being practices



How Your Employee Assistance Program Can Help

Employee benefits

- Consultation with a licensed professional
- Website access
 - Work-life resources

Workplace Support

- Define problem behaviors
- Coach managers
- Develop action plans for employees
- Follow up with HR/managers/supervisors and employees (as appropriate)



Your Employee Assistance Program

Call toll-free or visit us on the web

24 hours a day/7 days a week

Thank you!

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