



Work / Life Balance

You will never feel truly satisfied by work until you are satisfied by life.

-Heather Schuck



WHAT IS WORK / LIFE BALANCE?

WORK/LIFE BALANCE MYTHS

- Myth #1 – Work/life balance is possible
- Myth #2 – We have two separate lives
- Myth #3 – Work/life balance is what we want

PERSONAL AND PROFESSIONAL SATISFACTION

Using the satisfaction survey, assess your degree of Personal and Professional Satisfaction.

_____ Personal Satisfaction Score

_____ Professional Satisfaction Score

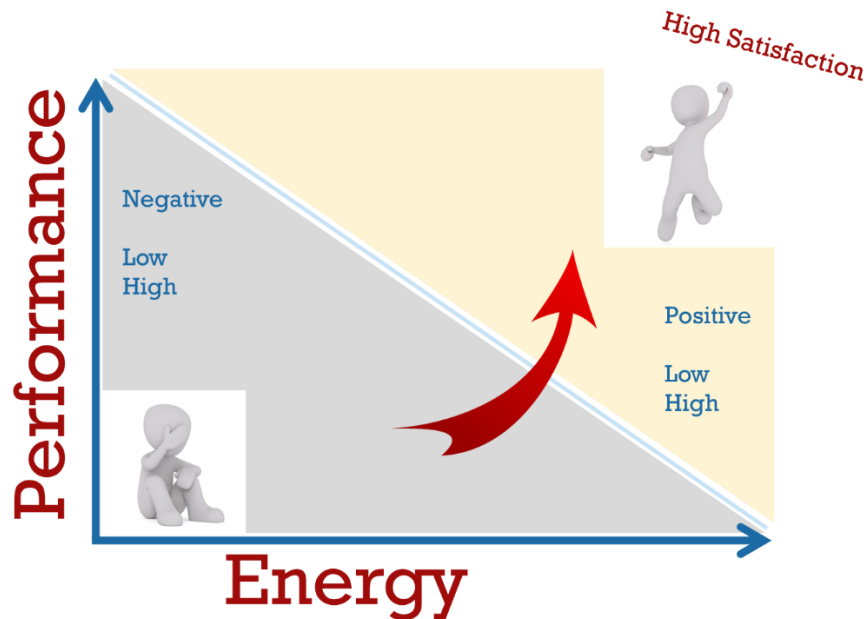
_____ Total Score

- If your Personal/Professional Satisfaction score is:
 - 20-40: You are experiencing deep levels of dissatisfaction in the personal and professional aspects of your life.
 - 41-69: You are experiencing moderate levels of satisfaction. It would be very beneficial to review the questions in which you scored poorly and focus on increasing satisfaction in those areas of your personal life.
 - 70-100: You are leading a deeply satisfying life, and while there may be ways to increase the satisfaction you are experiencing, more important is to recognize how to sustain the satisfaction you are currently enjoying.



SATISFACTION SCALE

"Nothing affects personal and professional satisfaction like your energy level. There is no substitute for personal energy. Few things will affect your capacity for life more than your personal level of energy. Your ability to influence your energy level should not be taken lightly." Matt Kelley

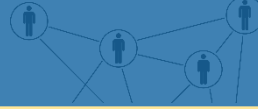


Increasing Our Satisfaction

REFRAME

Change, or reframe, how you see the need for work/life balance. Do you really want balance, or do you prefer satisfaction?

PLEASURE	SATISFACTION
Impulsive	Intentional
Short-lived	Lasting
External	Internal
Selfish	Generous
An end	A bi-product
Always craving more	Grateful for what is attained



REPRIORITIZE

Most often we are not getting what we want because they are *kidnapped by the urgent*. We give attention and intention to whatever is most urgent. Wake up doing urgent things, go to bed doing urgent things. The problem is that the most important things are hardly urgent.

- | | | |
|--------------------|---------------------|------------------|
| Love | Comfort | Advancement |
| Friendship | Wisdom | Relationships |
| Achievement | Leisure time | Family |
| Excitement | Faith | Leading |
| Community | Making a difference | Solitude |
| Security | Change | Recognition |
| Meaningful work | Cleanliness | Pleasure |
| Helping | Laughter | Health |
| Choice | Serving others | Expertise |
| Financial Security | Compassion | Travel |
| Freedom | Money | Recreation |
| Adventure | Nature | Taking risks |
| Success | Competence | Leaving a legacy |
| Independence | Growing | Spiritual growth |
| Learning | Creativity | Spouse/sig other |
| Fun | Belonging | Organization |



RESTRUCTURE

Victor Hugo wrote, "he who every morning plans the transactions of the day and follows out that plan carries a thread that will guide him through the labyrinth of the most busy life. The orderly arrangement of his time is like a ray of light which darts itself through all his occupations. But where there is not plan, where the disposal of time is surrendered to the chance incidents, the chaos will soon begin. "



Lessons Learned:

- Start your day with a morning routine that excludes work
- Don't check emails in bed – set up an office space
- Create a start and a stop to your workday
- Make sure to take breaks and to eat lunch
- Find things that bring you satisfaction after work

Homework

- Why is satisfaction better than focusing on finding balance?

- How are you a victim of being "Kidnapped by the urgent?"

- How can knowing your top priorities help you to avoid the kidnapping?

- What can you do to reprioritize your "Rocks?" List 2-3 ideas. Try at least one for 7 days. Reflect on it.