7 WAYS TO REDUCE
WORKPLACE STRESS

According to the HSE, stress accounted for over 40 per cent of all work-related ill health cases and more than 50 per cent of all working days lost due to ill health this past year. Everyone experiences periods of job stress, but extreme periods of prolonged stress can be detrimental to your long-term health. If you're feeling stressed at work, try these seven strategies to help mitigate your workplace stress.

PLAN AND PRIORITISE.
Do not panic, make a list to prioritise your work, set realistic deadlines, do not rush into the first idea you have and always have an alternative plan.

SLOW DOWN.
Think things through before you act, and begin with a result in mind.

USE ALL OF YOUR RESOURCES.
If things do not go exactly as planned, do not solely rely on yourself. Ask for help when you need it.

SEPARATE WORK LIFE FROM HOME LIFE.
If you can, avoid taking your computer home with you or checking emails when you are at home. Taking time to decompress at home can help you manage your stress.

FOCUS ON WHAT YOU CAN CONTROL.
You know what your job tasks are. Break the larger tasks into smaller, more doable steps.

TAKE A BREAK.
To release stress, take a short break. Taking a walk or discussing your work situation with another person may help you gain a fresh perspective.

LIMIT INTERRUPTIONS.
Use your voicemail to your advantage and only take calls that are a priority when you are on a tight deadline. Set aside designated times throughout the day to respond to emails and phone calls.

WORK CALLING

While it may not be possible to completely eliminate job stress, you can learn to manage it effectively. If your feelings of stress become persistent and overwhelming, consider discussing your concerns with your health care provider and ask about healthy ways to cope with stress.

RS **RISK SOLUTIONS**