

Working From Home Well & Increasing Awareness

LIVING WELL – APRIL 2021

JRP
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According to Statistics Canada, at least 40% of Canadians are working from home in response to the current COVID-19 Pandemic, many for the first time.

It was thought that working from home would be a temporary response, however it has quickly become a catalyst for a new way of doing business. Working from home was often thought of as a luxury, something you did on an occasion. When it becomes a five days a week requirement, week after week, the reality sinks in and it can leave you feeling overwhelmed. It then takes planning and discipline to redefine your work-life balance.

“
Never get so busy making a living
that you forget to make a life.

Dolly Parton

Our Tips For Working from Home Well

- 1 HAVE A CONSISTENT START AND END TIME FOR YOUR WORK-DAY**
This is essential to set boundaries and enable you to disconnect when your work-day ends.
- 2 CREATE A MORNING RITUAL TO HELP MENTALLY PREPARE FOR THE DAY**
Listen to music, read the news, exercise – anything that allows your brain to ‘reset’ before starting the work-day, and do similar activities at the end of the day to help your brain ‘unwind’.
- 3 DRESS FOR YOUR JOB**
Avoid being too casual with your clothes and grooming, you need to be in the right headspace to be professional and confident.
- 4 WORK FROM ONE PRIMARY DEDICATED, UNCLUTTERED, WELL-LIT SPACE IN YOUR HOME**
This will help compartmentalize your work and enhance your productivity.
- 5 IGNORE DISTRACTIONS**
Block out the rest of your home when at your dedicated workspace to keep you focused and present during the work-day.
- 6 WHAT YOU EAT MATTERS**
Aim to have regular meals to nourish your mind and body, and to avoid snacking throughout the day - which is so easy to do when working steps away from your kitchen.
- 7 TAKE TIME IN YOUR DAY FOR A BREAK**
For lunch or at other times during your day, set a reminder if needed, as breaks are physically and mentally essential.
- 8 INTERACT AND COMMUNICATE WITH YOUR COLLEAGUES TO AVOID FEELING ISOLATED**
Have a virtual chat at lunch or during a coffee break to catch up and interact.
- 9 KEEP SOME FORM OF EXERCISE IN YOUR ROUTINE**
Even a short walk outside will help reduce stress, provide a feeling of accomplishment, and improve wellness.
- 10 IF YOU NEED HELP, SPEAK UP**
Do not hesitate to let your employer know when you are facing a challenge while working from home, they may have a solution that you had not thought of or knew was available.
- 11 STRIVE FOR EXCELLENCE INSTEAD OF PERFECTION**
Remember that this is the time to adapt and to do the best you can, with what you have, where you are.



Imagine life as a game where you are juggling five balls in the air – work, family, friends, health and personal development. Then consider that work is a rubber ball and if dropped, it will bounce back. But the four other balls are made of glass and if you drop one of these balls, it will be damaged and may never be the same. This is why it is so important to strive towards balance in your life and learn how to disconnect from work in our very digital world, especially when working from home.

There is not one right way to find work-life balance – it is about finding what works best for you while *being kind to yourself* and others. When both your life and your work are getting the attention they deserve, you will have achieved wellness.

Your Benefits. Your Way.®

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