



One of the major causes of stress in the workplace is feeling that things are beyond your control.

Stressors that may arise from the workplace include:

- long hours, shift work
- bullying or harassment
- health or mental health problems
- physical environment – noise, dirt, dangers, lack of air, poor equipment or a messy workspace
- conflicts between work roles, job demands, and juggling the balance between work and home life
- changes in role or organisation (eg restructuring); lack of communication
- complicated tasks, poor training, feeling isolated or undervalued
- not being able to talk openly about stress
- overload – ‘too much work, too little time’
- relationships – conflict with colleague or boss.



Organise your work habits

Get up earlier so you don't have to rush. Spend 5 to 10 minutes at the end of the day preparing for the next day.

Create a harmonious work environment

Organise your workspace; have a pot plant in your office; check your light source.

Limit your expectations

Use your energy to do the most important and possible tasks. Set goals you can reach.

Solve problems

Try to find a quick solution to conflict; learn to be more assertive and say NO. Compromise or find ways to deal with your frustration and anger.

Feel better about yourself

Identify what you do well, and recognise and acknowledge your qualities and characteristics.

Take time out

Give yourself a breather every now and then. This can even be just a short break during the day at work or home. Do something you really enjoy.

Talk your worries over

Talk with a friend, your partner, counsellor, or someone else you trust.

Practise relaxation

Try yoga or meditation. Listen to music. Relaxation is extremely important; learn what works for you and practise it regularly.

Include fun and laughter in your life

This has been proven to be good for our health and it feels good!

