

NEELY EAP

FEBRUARY 2023

GET THE MOST FROM YOUR EMPLOYEE ASSISTANCE PROGRAM



WELCOME

We are so pleased to be your employee assistance provider. Employee Assistance Programs (EAPs) are a first-line response to providing prevention and short-term problem resolution services. We provide short-term counseling services, seminars, legal services, and financial advice, all FREE of charge to you. Each month our newsletter will be packed full of wellness information and updates about upcoming seminars and webinars.

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WELLNESS SEMINAR

Please join us for our live seminar "Taking the Stress out of Hybrid Work"

Feb 9th @ 3pm

[REGISTER](#)

QUARTERLY WEBINARS

Please join us for our live seminar "How to Cultivate Psychological Safety"

Feb 23rd @ 3pm

[REGISTER](#)

Take the Stress out of Hybrid Work

By: Courtney Garcia Echeverria

If you have a hybrid work schedule, you may feel the stress of shuffling an office and remote schedule. A hybrid office schedule has been the new way of working since the COVID era. Now it's looked at as the future of workplaces across the country. Yet some employees have never been so drained. In a recent global study by employee engagement platform TINYpulse, more than 80% of leaders reported that such a set-up was exhausting for employees. In addition, workers said that a hybrid schedule is more emotionally taxing than fully remote arrangements - and, concerningly, even full-time office-based work.

The stress of hybrid work is psychologically exhausting. First, there is a shift that needs to take place frequently. The transition involves typically moving a laptop back and forth, transporting papers to and from, or remembering where you left essential things. There is also a constant feeling of never being settled, which makes you feel stressed. And potentially getting interrupted when working from home. Having one workspace to maintain may be difficult, which leaves keeping two workspaces feeling nearly impossible for some. Humans thrive on predictive, consistent routines, and hybrid schedules require frequent changes and thorough planning. Hybrid schedules also come with a greater risk of digital presenteeism. If an employer sets up a hybrid workspace without trusting their workforce, it can become little more than a token gesture: workers may feel pressure to show their boss they're not taking advantage of home working. That could lead to overwork and burnout.



Below are some tips that help take the stress out of hybrid work:

- **Change it up** - Use opportunities to use your talents and skills in new ways.
- **Banish procrastination** - It steals your time and increases your workload. Instead, make a habit of starting with the most challenging task and working your way to the easiest!
- **Support each other** - Help your team find ways to protect their physical and mental health. You help them, and they help you.
- **Take time** - Start to track your time. You'll find hidden pockets of time to do the 'fun' part of your work.
- **Promote Participation** - When people feel they are part of a decision, they are more likely to take responsibility, be supportive, and contribute positively. Try to participate in group activities.
- **Define Employee Responsibility** - Take responsibility for your job and contribute to the company's success.
- **Time Journal** - The more you understand where your time goes, the better your planning will be.

Hybrid work does not have to be stressful. Luckily, these coping skills are just the beginning, and many more may work better for you. However, if you are feeling stressed by hybrid work or want to learn how to improve your experience, please use your EAP benefits to contact one of our counselors.

Also, you can tune into the upcoming February seminar: [How to take the Stress Out of Hybrid Work](#), to learn more tips and strategies.

References:

[How To Manage Time And Stress In A Hybrid Work Environment | Blog | FunctionFox](#)
[Why hybrid work is emotionally exhausting - BBC Worklife](#)

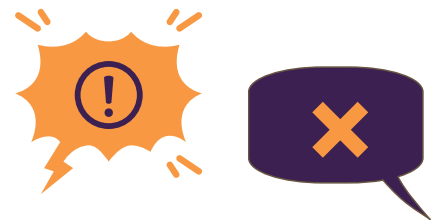
How Words Can Impact Mental Health

By: Courtney Garcia Echeverria

If you have been in a situation where you have witnessed or been the victim of a microaggression at work, it might've left you feeling uncomfortable or confused. For example, when someone says something that comes across as hostile or offensive but doesn't realize it- this is most likely a microaggression. Microaggressions can happen to anyone of any background, profession, or status. For further reference, microaggressions can be insensitive statements, questions, or assumptions that target marginalized identity groups. These groups include race, gender, mental health, socioeconomic status, sexuality, etc.

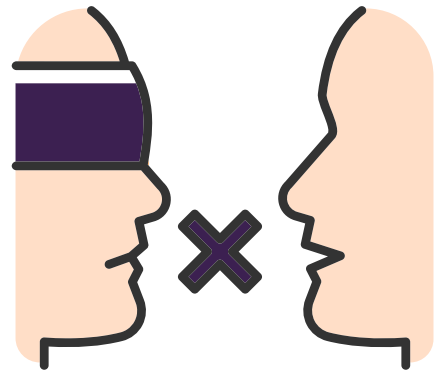
Examples of verbal and non-verbal microaggressions

- **Verbal:** "You speak really good English."
- **Verbal:** "You're cute for a ___ person."
- **Verbal:** The offensive jokes that end with "oh, I'm just kidding."
- **Nonverbal:** Avoiding sitting by someone because of their race
- **Nonverbal:** Avoiding asking a woman for ideas but asking men



How should you respond to microaggressions?

- **Make the invisible visible** - saying something as simple as "that's a stereotype" will often be enough to call the person out.
- **Quickly disarm the microaggression** - saying "don't go there" or "hey.. Just stop" is a quick way to let someone know you feel uncomfortable.
- **Give the benefit of the doubt** - ask for clarification, then think over the response and decide how to react later when you are in a calm state of mind.



How microaggressions can affect your health

With each passing slight comes a lingering impact. Microaggressions can affect the recipient's health both physically and mentally. These statements have influences such as; depression, headaches, prolonged stress, high blood pressure, decreased job satisfaction, faster burnout, diminished confidence, intrusive cognitions, helplessness, sleep difficulties, and loss of drive/motivation. In all, there are seemingly no good outcomes to microaggressions. To create an environment where there is inclusivity, diversity, and health, it is important to proactively and respectfully combat microaggressions.

How can counseling help you?

While it is unfortunate, microaggressions are something that we should have a toolbox of skills ready for. The problem is that there is no cookie-cutter way to handle microaggressions. However, by using your EAP benefits to talk to a counselor, you can be coached on how to handle microaggressions effectively, physically and emotionally. Counseling can also help you practice scenarios in a controlled setting. Then, if they happen in everyday environments, you can confidently handle the situation.

References:
[Microaggressions | Counseling - Illinois State](#)
[12 Microaggression Examples—and How to Respond to Them \(rd.com\)](#)



WHAT CAN MY EAP DO FOR ME?



About our logo

For decades, enslaved African Americans looked to the North Star for hope, inspiration, and freedom. Neely EAP (NEAP) provides the **hope** that your situation will improve, the **inspiration** to move you in the right direction, and the **freedom** to live your best life.

At Neely EAP, we understand the challenge of balancing work and life stresses while staying mentally healthy. That's why we've partnered with your employer to offer you the following services free of charge:

- 24/7 Hotline, Access to Confidential Services
- Short-Term Counseling Couch Time Check-In (preventive annual counseling session)
- Legal and Financial Assistance
- Work-life referrals for adult care, childcare, pet care and more
- Wellness Trainings & Online Employee Training Vault
- Critical Incident Stress Debriefing

