

neap.

Everyone deserves a little couch-time.



Taking the Stress out of Hybrid Work

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Trilogy Coaching & Consulting



3 BROAD AREAS OF CONCERN

**LOGISTICS
&
SCHEDULING**

**BOUNDARIES
&
SELF-AWARENESS**

**COMMUNICATION
&
EXPECTATIONS**

LOGISTICS & SCHEDULING



Big Picture

- What do you want your week to look like?
- What do you need to have in place for that to happen?

LOGISTICS & SCHEDULING



● Moving Pieces

- who has to be where when?
- Do you need outside support to make this happen?
School drop off/ pick up, dog walker, etc



SELF-AWARENESS

● Be Intentional

- Blend the best aspects of remote and on-site work
- Schedule tasks based on how, when, and where you're most effective



BOUNDARIES

- Not just for other people
 - For yourself



BOUNDARIES

- Not just for other people
 - For your work



COMMUNICATION



- **Nobody is a mind reader**

- Be clear
- Summarize points
- Follow up with email

COMMUNICATION

● Has to flow both ways

- Explain your needs
- Understand their expectations



COMMUNICATION

● Respect people's preferences

- Level of social interaction
- Methods of communication



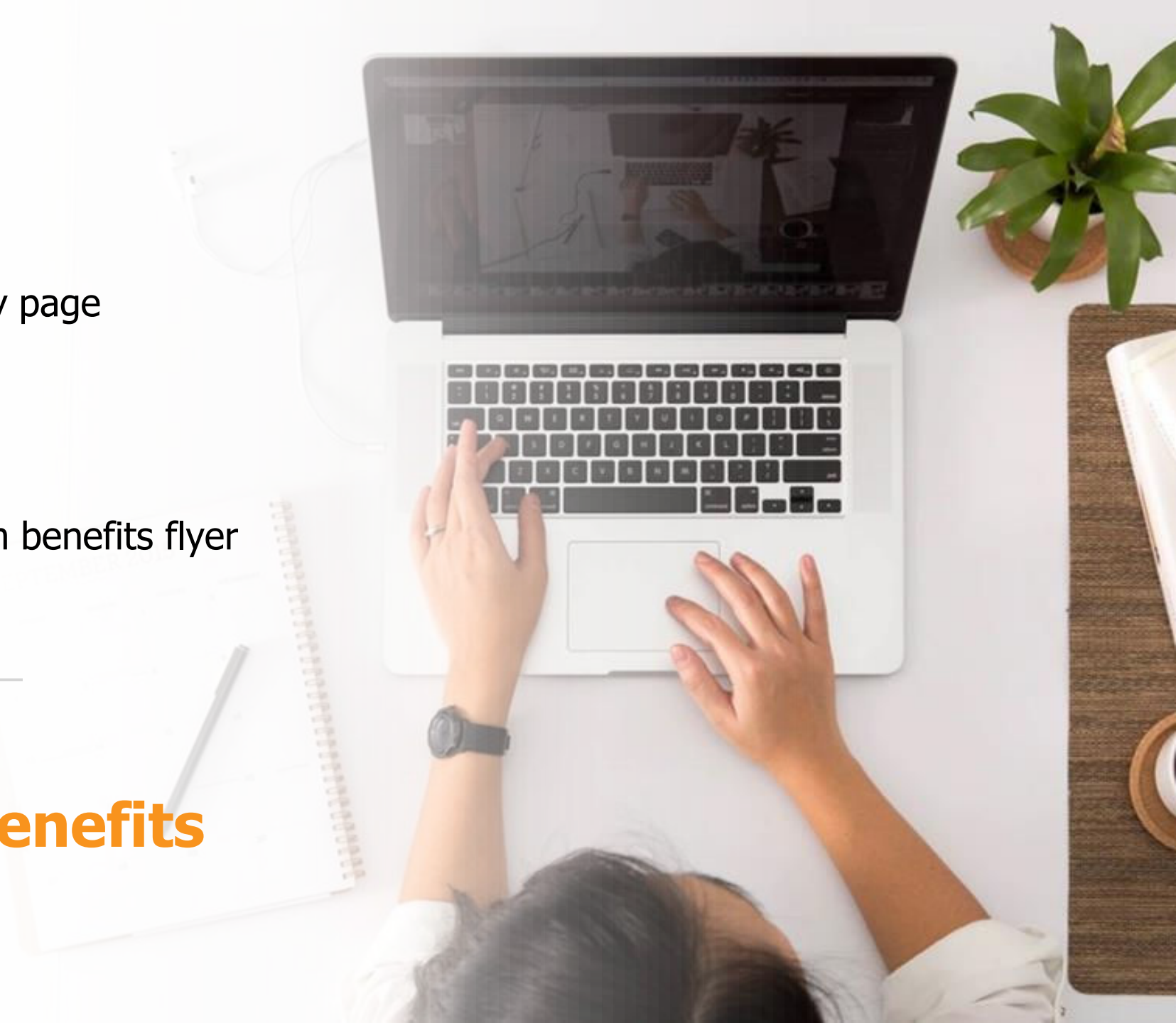


Online:

- www.neelyeap.com company page
- Live CONNECT
- iConnect You App
- Use your company code from benefits flyer

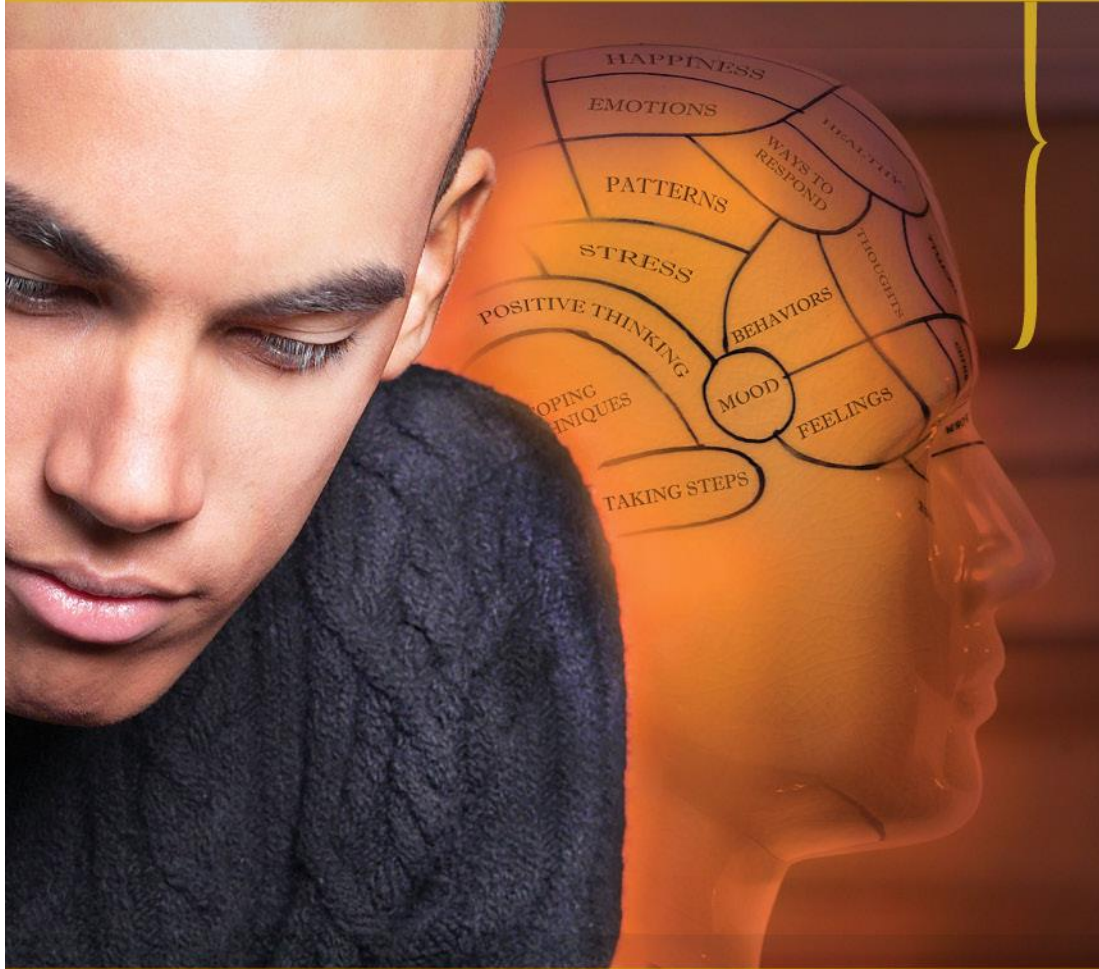
24/7 Hotline: 866-212-6096

Access Your NEAP Benefits



Employee Support Program

COMPUTERIZED COGNITIVE BEHAVIORAL THERAPY



KEY BENEFITS OF THE CCBT PROGRAM INCLUDE:

- An alternative way of receiving counseling, ideal for people used to accessing services online
- Effective for mild to moderate levels of stress, anxiety and depression
- Helps to improve quality of life, both in and away from the workplace

You now have a new way to obtain counseling through your Employee Support Program. For support with issues such as anxiety, stress, and depression, you can access computerized Cognitive Behavioral Therapy (cCBT). Weekly, online interactive sessions teach you how to apply CBT concepts to change the way you think about and perceive events, resulting in an improvement to your personal well-being, family relationships, and work and social roles.

The confidential cCBT program* comprises seven sessions offered online over seven weeks. A qualified counselor will track your progress and guide you throughout via email and telephone support. Easy to use, with a personalized registration and login, this seven-week program utilizes video and multimedia to enhance your online experience. Call or e-mail us now to get started.

* Prior to accessing cCBT, an assessment is made to ensure clinical appropriateness. In some cases, short-term face-to-face or telephone counseling, or other support/resource options may be more appropriate.

} WORK-LIFE/EAP ASSISTANCE: 866-212-6096

