

# MANAGING BURNOUT

**Burnout.** That feeling of insurmountable stress leaves you feeling completely exhausted. It can happen to anyone — leaders and employees alike. In 2019, it was estimated that 53% of employees were burned out — **it's risen to 89% in recent months.**



## Recognizing Employee Burnout



### EMPLOYEES FACING BURNOUT

- A change in work performance or tardiness
- Negative attitude or loss of enthusiasm
- Decreased motivation
- Emotional outbursts, moodiness, withdrawal or confrontation
- Feeling a general lack of energy and creativity
- Frequently calls in sick: flu-like symptoms, pains, headaches
- Increase in negative reactions or comments about the company
- Unfocused and disorganized



### EMPLOYEES FINDING BALANCE

- Present and engaged with work
- Positive attitude
- Steady or improving productivity
- Communicates openly and honestly
- Accepts and seeks out challenges and brings creative solutions and ideas
- Makes time for health and wellness
- Supportive of company vision and goals
- Manages details well

## Examine your own burnout level

*The pressure to lead has been intense. Your people need to see you rest, recharge and model behaviors — disconnect on your vacation, talk about the importance of wellness, schedule your doctors' appointments, take time off, and strongly encourage or incentivize your team to get rest and recreation.*

# 4 WORKPLACE BURNOUT TRIGGERS

## and Tips for Managers

Managers are in a position to identify employee burnout and offer coaching and support. Your team may be facing:

# 1

### HIGH WORKLOAD LEADING TO POOR WORK/LIFE BALANCE

When work takes up so much of your time and energy, you don't have anything left for self-care, hobbies, family and friends.

Consider a reframing of expectations and timelines. Is there a way to redistribute the overwhelming workload to prevent working long hours? Communicate priorities clearly and more often.

# 2

### LACK OF CONTROL OVER A SITUATION

An inability to influence decisions that affect your job—such as your schedule, assignments, adequate resources or workload—can contribute to job burnout.

Increased flexibility and agency can help. Encourage open communication amongst team members and brainstorm creative solutions. With more autonomy, employees can manage tasks in ways that maximize their productivity.

# 3

### LACK OF CLARITY OF JOB EXPECTATIONS

If you are unclear about the boundaries of your position, the degree of authority you have, or what your manager expects from you, this may breed dissatisfaction and can contribute to burnout.

Establish regular check-ins, clear role descriptions and goals, and schedule regular performance reviews.

# 4

### STRESSFUL WORKPLACE DYNAMICS

A dysfunctional team or toxic work culture can create huge amounts of stress, deplete energy and can contribute to burnout.

Building an environment of psychological safety is key. Mental health policies, DEI practices, culturally competent benefits, and other resources must be put in place.



### FIND IT HARD TO SWITCH OFF?

Take care of your mental health and well-being. Your energy, productivity and creativity will thank you.

### WE ARE HERE TO HELP.



**Leaders can partner** with Perspectives to help establish and nurture an equitable, inclusive and safe workplace culture.

**Turn to Perspectives** for confidential support.

**Remind employees** of the benefits and mental health services that are available through the Employee Assistance Program (EAP) 24/7.

The EAP by Perspectives provides support, counseling and resources to address the stressors that impact health, in and out of the workplace.

Put well-being at the heart of your workplace. You don't have to do it alone.

Call or Text 24/7 | 800.456.6327 | [perspectivesltd.com](https://perspectivesltd.com)

SOURCES: Life Advantages - Dr. Delvina Miremadi, HR Partner