

When You're a First-Time Manager



If you're a new first-time supervisor, you'll discover an endless stream of advice, including do's, don'ts, how-to's, websites, and lots of books. Supervising others and developing leadership skills to get the work done will be your most measured job function. With experience, you'll grow instincts, but there is no rushing becoming a great supervisor. Avoid novice mistakes, which include the following: 1) taking on

more work, rather than managing the completion of work; 2) not communicating enough above, below, and around you; 3) becoming overwhelmed with to-dos that rob you of your work-life balance; 4) believing others will act quickly and blindly on your say-so; 5) not modeling the type of employee you want others to be; and 6) not getting to know those you supervise one-on-one.

While Waiting for Your Therapy Appointment

You've decided to see a professional counselor, but your chosen psychotherapist isn't available for a couple weeks or more. It's difficult waiting, and you feel a burning need to start. Contact your company's EAP for short-term support. The EAP won't provide psychotherapy services, but there is a lot of "pre-therapy" work you might be able to achieve, like getting clarity on the problems and issues you face, thinking about goals, learning about how psychotherapy works, what to expect from therapy, and how to get the most out of it.

Workaholic: Myths That Mess with Mental Health

Workaholics often have habits of thinking that can pose secondary consequences for their own health. "Not deserving a rest" until a certain amount of work is accomplished is one such behavior. Basing one's personal worth on the amount of work that gets done is another. Paying more attention to work failures while minimizing the significance of successes, or defending their work practices with retorts like "no one ever died from working too hard" are some examples. Unfortunately, research shows that workaholics will have health problems and die sooner because of how work interferes with health, including results such as erratic sleep, poor nutrition, a lack of work-life balance, loneliness, substance abuse, depression, neglect of exercise (or not enough of the right kind of exercise), and neglecting important health decisions such as annual physicals, examinations, lab tests, and perhaps vaccines. Some workaholics may experience the inability to relax without feeling physically ill, anxious, and agitated if they aren't working. This prevents them from taking vacations, and often induces them to come to work sick, which is a form of presenteeism. If you are aware of any of these behaviors, it's time to learn more; and if making healthy changes is difficult, talk to a professional counselor, EAP, or life coach to help you discover a better work-life balance. Start with the 20 questions quiz offered by the 12-step program Workaholics Anonymous. The promise of stopping workaholic behavior is, ironically, increased productivity; improved relationships at work and home; stronger feelings of accomplishment in more aspects of your life; and possibly a longer life.

Source: Quiz for Workaholic at www.workaholics-anonymous.org [search "twenty questions"]

Brain-Challenging Activities May Delay Dementia

Alzheimer's victims may slow the progression of their condition by participating in brain-challenging activities like puzzles, chess, letter writing, and more, according to new research. Brain tissues from active and nonactive older persons were compared and examined upon the individuals' death. Those who participated in regular mentally stimulating activities had less of the chemical build-up known to be associated with Alzheimer's disease. Findings: Active-brain individuals delayed symptoms by up to five years. To support an elderly loved one, encourage brain-challenging activities, but try co-participating with them in online games like checkers, which may reduce loneliness and enhance your relationship. Find online remote games for two with a web search.

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