

A TOOLKIT FOR PROFESSIONALS

MINDFULNESS AT WORK

Managing Stress

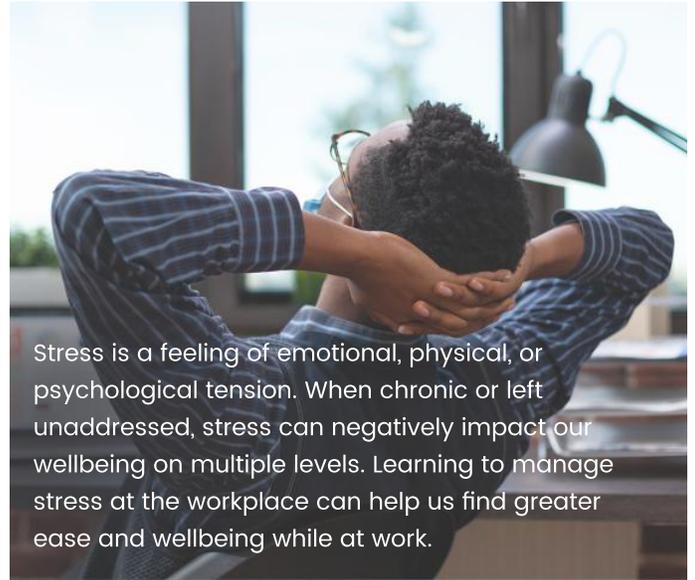
A BREATH MEDITATION TO RELEASE STRESS:

- Sit comfortably in a quiet place. Set a timer for 10 minutes. Close your eyes and breathe gently in and out through your nose.
- Until the timer rings, focus your attention on the breath. You might observe the general flow into and out of the body, or you might rest your attention on one place the breath passes through, such as the nostrils, chest, or belly.
- When thoughts arise:
 - *Notice the thought without judgment. It is natural to have thoughts.*
 - *Gently label the thought, 'thinking'*
 - *Return your attention to the breath*
 - *Repeat as often as needed*
- When the timer rings, take the time you need for a mindful transition back to work.

THE SCIENCE OF MINDFULNESS & STRESS REDUCTION:

A 2015 meta review studied the effects of mindfulness-based interventions (MBSR & MBCT) on various aspects of employee mental health. It found the following benefits: 2

- Reduced levels of emotional exhaustion
- Reduced stress, depression, and anxiety
- Reduced occupational stress
- Reduced psychological distress



Stress is a feeling of emotional, physical, or psychological tension. When chronic or left unaddressed, stress can negatively impact our wellbeing on multiple levels. Learning to manage stress at the workplace can help us find greater ease and wellbeing while at work.

A QUICK RESET FOR MOMENTS OF STRESS:

When you find yourself stressed but don't have time to meditate, try a quick mental reset. Close your eyes and take 5 deep, slow breaths into your belly. Breathe in through the nose, and deeply sigh out through the mouth.

DID YOU KNOW?

- 63% of workers are ready to quit their jobs due to stress
- 80% of workers report feeling stressed due to ineffective company communication
- 54% of workers report stress at work effects their home life
- 75% of workers feel they are more stressed than previous generations

"Let go of the battle. Breathe quietly and let it be. Let your body relax and your heart soften." - Jack Kornfield