### Recognizing Burnout at Work

Many people have an understanding of employee burnout. The Mayo Clinic defines it as "...a special type of work-related stress —a state of physical or emotional exhaustion that also involves a sense of reduced accomplishment and loss of personal identity."

### Common Signs

### **Action Items**

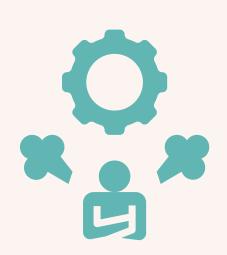
#### Over-productivity

The best performers in an organization are the most likely to be at risk of burnout. Many feel like they can't "turn off" work and will continue to deliver when under immense pressure.



#### Cynicism

Employees may become cynical, critical, or irritated by work and find little joy in their day-to-day tasks.



# Lack of work-life boundaries

Employees working outside of designated hours or during vacation time in order to meet demands may be struggling to be present at home with family and loved ones.



# Physical Symptoms

Employees may feel exhausted and have difficulty concentrating. Changes to eating and sleeping habits may occcur. Headaches, stomachaches, and other physical symptoms may also be present.



## Balance Productivity & Wellness

Communicate clearly and often with your supervisor about your workload.

Managers should encourage employees to engage in wellness activities daily and limit new projects when their employee already has a lot on their plate.



#### **Prioritize Off-Time**

Managers should encourage employees to use their time off and plan for adequate coverage. This will allow the employee to disconnect from work. Employees should aim to utilize their time and maintain work-life balance.



# Reach Out for Support

Identify resources that can be utilized to help you or your employees cope with work-related stress. Therapy, spending time with friends and family, and chatting with colleagues are all great ways to stay connected during difficult times. The NAMI Chicago Helpline (833–626–4244) is available 7 days per week to connect callers to resources or serve as a compassionate listening ear.

