

## **Time for Reflection Discussion Notes**

### **What does WLB mean to you?**

- Capacity to give right amount of attention to work/life at the right time
- Being about to separate work and life (& have proper divide)
- Switching off from work when not working
- Being able to do things o/s of work that you want
- Quality time with family
- Being able to be detached
- Not being absorbed especially especially at 3am

### **Why is WLB relevant and important?**

- Life is short
- To give your best/enjoy each to the max
- Rather than pulled in different directions
- Working at home – blurred line
- Technology – always accessible
- All struggling a bit with stress and emotionally wellbeing

### **What impacts our WLB/How we feel about WLB?**

- Other people's expectations (at work and at home)
- Culture of organisation
- What stage of your career/life
- Thoughts
- Discipline
- Visibility of work things at home
- Healthy and mental health



- Our own inability to say no
- Our own beliefs/expectations

### **Ideas for improving WLB?**

- Know what your priorities are
- Set boundaries – working hours
- Putting stuff in work calendar
- Routine – exercise, start/finish work at same time
- Take pressure off myself
- Use alarms/reminders/apps
- Get partner to keep you accountable
- Planning – Friday – plan for following week/block time out
- Think about working patterns
- Consider part time

### **Key actions & Takeaways**

- Managing expectations – mine and others
- Top 5 – make it at habit
- Set my alarms to stretch and more regularly
- Switch off phone and 6:30pm – leave phone on desk
- Eye of time
- Pomodoro technique