Managing Well *with* Tonya Ladipo, LCSW

Podcast Worksheet

REFLECTION QUESTIONS

Have I created a work environment where my team can come to me if they're struggling with work and feeling burnout?

Do I have the skills and empathy to help a team member if they're experiencing burnout? If not, what company resources are available to support my team member?

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ACTION ITEMS

- **Lead by example and practice self-care** (e.g. leave work on time, take lunch breaks). Show your team that mental health is important to you and the organization. If you're not taking care of yourself, you can't care for others.

- **Schedule regular touchpoints with your team.** Ask questions with empathy and compassion to understand what is important to them.

- **Evaluate work priorities** to focus on essential projects and remove unnecessary work to reduce overwhelm and burnout.

- **Inquire about your team's workload and individual capacity.** Check-in to ensure that people are satisfied in their roles and are also able to manage their responsibilities.

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ADDITIONAL RESOURCES

- **16 Employee Burnout Statistics You Can't Ignore**

  https://everyonesocial.com/blog/employee-burnout-statistics/

- **Burnout Recovery: 11 Strategies to Help You Reset**

  https://www.healthline.com/health/mental-health/burnout-recovery

- **Employee burnout is ubiquitous, alarming—and still underreported**

  https://www.mckinsey.com/featured-insights/coronavirus-leading-through-the-crisis/charting-the-path-to-the-next-normal/employee-burnout-is-ubiquitous-alarming-and-still-underreported

- **Trash, Transfer, Trim, Treasure**

  https://theladipogroup.com/trash-transfer-trim-treasure/