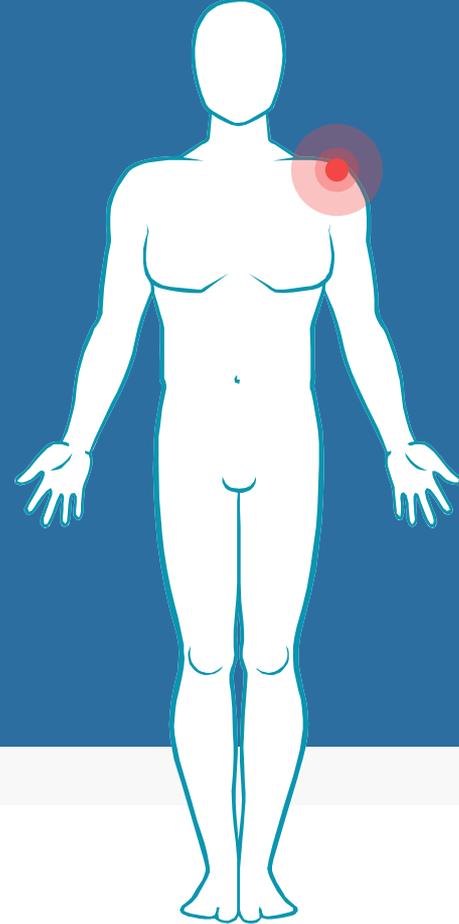


# On-Call

Digital Resources

The Importance of  
Work-Life Balance



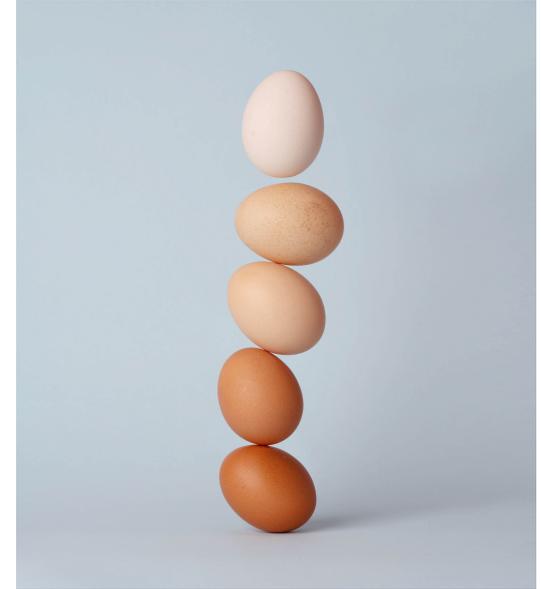
# Why Work-Life Balance is Important

- To maintain positive mental health
- To ensure physical health and well-being
- To ensure productivity
- To feel like fully-rounded human beings



# Recommendations for Work-Life Balance

- Separate work and personal life
- Set priorities
- Set family goals
- Organise the calendars



## Tip 1: Separate Work and Personal Life

- Leave the work at work – don't bring your worries from work home with you.
- Enjoy your personal time with family and friends.
- Try to build in some activities in your routine that help you to 'switch-off' after you're finished work



## Tip 2: Set Priorities

- It is important that you have your priorities straight in your mind.
- For occasions where personal life and work collide in your calendar, you should be clear about which you have to put first – it could be work that comes first and if you are working to provide for your family, that is not something to feel guilty over!



## Tip 3: Set Family Goals

- People have professional goals that they work hard to achieve – but often we lack goals for our family life.
- If you are struggling to balance both commitments, try setting a goal for your family – like weekly or monthly family activities – and work towards achieving them!



## Tip 4: Organise your Calendar

- One suggestion is to integrate your personal and work calendars so that you are able to plan what needs to be done each week in each sphere, and to make sure that you don't miss any important events in either calendar – even if plans change.





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