

Work-Life Balance

Maintaining a Work-Life Balance as a Teacher



Having a **work-life balance** means reducing work-related stressors that negatively impact one's life. Finding and maintaining balance recognizes that **work is only one element** of life.

Work-Life Balance Strategies

1

Self-Care

Having awareness of one's own personal needs is an investment for future wellbeing. It helps replenish one's emotional, physical, and emotional capacities, increasing capability to complete daily tasks with more power.



Physical
Self-Care

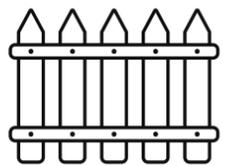
Social
Self-Care

Emotional
Self-Care

2

Boundaries

Having established communication and response boundaries helps students, families, and colleagues know when and how to communicate with teachers. Additional boundaries, such as defining working hours, can help support a healthy work-life balance.



24 Hour Email
Response Window

Limited Evening &
Weekend Work

Utilize a Set Procedure
for Student-Teacher
Communication

3

Self-Compassion

Instead of harshly criticizing and judging oneself, allow understanding and space to make mistakes. This process engages a growth mindset and supports self-kindness as daily challenges arise.



Treat Oneself As
If Supporting a
Friend

Practice
Self-Acceptance

Reframe Critical
Self-Talk to
Supportive Talk

4

Expectations

Expectations can be adapted to promote quality work versus work quantity. This may mean reducing or adapting work demands or commitments for oneself and students. The intent is **not** for oneself to sacrifice goals, but instead to **reduce distractions** in reaching realistic goals.



B.I.G. Goals for Enhanced Productivity

B - Baseline

Consider **specific** tasks that you want/need to complete. These are items that you are saying, "At **minimum**, this needs to happen."

Ex: Personal fitness and grading

I - Incredible

Consider **specific** tasks that you want/need to complete. These are items that you are saying, "Above minimum, this would be **nice** to complete."

Ex: Update the class website

G - Grand Slam

Consider **specific** tasks that you want/need to complete. These are items that you are saying, "This would be a **slam dunk** if I complete this."

Ex: Reorganize the classroom

References

- McClintock, E. (n.d.). *10 mental health tips for teachers during the covid-19 pandemic*. Everfi. <https://everfi.com/blog/k-12/10-ways-educators-can-support-their-mental-health/>
- Neff, K. (n.d.). *Self-compassion guided practices and exercises*. Self-Compassion. <https://self-compassion.org/category/exercises/#exercises>