

FRONTLINE



Health Resources Employee Assistance Program

Counseling Services / Information & Referrals / Professional Consultation

800.451.1834

Health Resources EAP Goes Above and Beyond

If you think that Health Resources only helps employees with mental health or substance abuse problems, think again. We help improve productivity by supporting employees whose personal concerns affect their job performance. Also, the program does a lot more than simply act as a sounding board. Think about calling us when you need confidential help with job and career concerns, health resources, financial concerns, eldercare matters, workplace-adjustment challenges, workplace-relationship issues, or finding helpful resources in the community. If in doubt about whether we can help with an issue or concern, be sure to call and ask.



Call 24 hours a day, 7 days a week to speak to someone who is professionally trained to assist you.

Marriage Counseling: Not Your Last Step!

While most married couples experience occasional disagreements and rough patches, the majority view marriage counseling as a last resort before divorce, when in fact they should see counseling as an early learning tool to help make things better. Emotional abandonment and emotional neglect are two of the most driving factors for the dissolution of a marriage. Spouses often seek counseling when they feel misunderstood, isolated, lonely, frustrated, or deeply hurt. Others may seek counseling when they feel a profound sense of sadness in their relationships. These feelings may not be new; they may have been brewing for years. Couples entering counseling earlier stand a better chance of saving their marriages. Call Health Resources EAP to learn more.

Relationship Rainbows

To maximize the value of relationships, be sure to include the following in your life:

- 1) **Life-skill mentors** - people whose life experiences have brought them wisdom that they can share with you to enhance your life
- 2) **Role models** - people whose achievements match your own dreams and aspirations
- 3) **Friends** - people you bond with through affection and mutual high regard
- 4) **Supporters** - caring people who will support you through life's difficult experiences
- 5) **Peers** - people with standing equal to yours who recognize your achievements and encourage your success. Are any colors missing from your rainbow?



Should You Become A Manager?

Ask yourself the following questions, and if the answer to most of them is “yes,” think about applying for a position on the next rung up the ladder. First and foremost, are you motivated to achieve? Do you feel a need for accomplishment demonstrated by your ability to take the initiative? Second, do you have good social skills? Working well with different types of personalities depends upon diplomacy, tact, and a talent for successful interpersonal relationships. If you enjoy a variety of relationships, chances are you have the ability to influence others, nurture their abilities, and lead them where you want them to go. Third, do you communicate well? Good managers instinctively know what to say, as well as how to say it, and when to say it. They keep their bosses informed on key issues so that he or she can adequately explain events to those even higher up in the chain of command. Finally, have you got what it takes to respond to the needs of the job after hours—weekend e-mails, cell phone calls, unpredictable overtime, work-related thoughts in the shower, dinner-hour interruptions, and perhaps even while on vacation? Should you become a manager? If you answered “yes,” to these questions, throw in the ability and willingness to learn about managing data and financial figures and you may be ready for life in today’s thriftier, faster, and more demanding world of management.



HEALTH RESOURCES EAP

Information contained in FRONTLINE EMPLOYEE is for general information purposes only and is not intended to be specific guidance for any particular supervisor or human resource management concern. For specific guidance on handling individual employee problems, consult Health Resources Employee Assistance Program.

Become A Self-Starter

If you are a self-starter, your organization knows it: they rely on you to motivate yourself, and to accomplish objectives and goals in line with their mission. Supervisors put less pressure on you because they know you as a creative person who stays focused. As a trusted employee, you require little supervision. To become a self-starter, decide what you want to accomplish. Make it magnificent, and it will motivate you. Always define what you wish to achieve so that as you complete one goal, another takes its place. Continually assess your progress. Make commitments that force you to stay on task and deliver on your promises. Avoid procrastination and distraction, the greatest obstacles to acquiring a reputation as a self-starter.

Give Your Attitude A Twist

Do you take on more assignments, work longer hours, have better ideas, or possess more problem-solving knowledge than your coworkers? If so, do you also know the secret to staying positive, especially if your pay is no higher than that of your peers, and leaving is simply not in the cards? Outstanding employees react in various ways to this classic workload inequity stressor, but those who maintain a positive attitude say they focus on what goes right at work rather than experiencing resentment. Their approach involves focusing on the agreeable aspects of their jobs and using affirmative thinking strategies until they become second nature. “Let gratitude be your attitude” might be the most important stress management tool of all.

