SETTING BOUNDARIES FOR YOURSELF

Setting clear boundaries between work and life has become difficult in a culture where we’re always accessible—and for some, working from home has upended their normal routine, leading to stress and poor health. That’s why Harvard’s Employee Assistance Program, KGA, is offering a number of resources designed to encourage self-care, prevent “work creep,” and give you time to pursue your interests and nurture your relationships.

Exit work mode by using pre- and post-work rituals and other strategies from the Shutting Down: Boundaries for Our Work webinar. Register for the live April 12 session, or check out the recording afterwards.

- Discover tips, tools, and processes for bringing greater balance and fulfillment into your life in the hour-long video Finding Your Balance: 8 Secrets.
- Read more about Reducing Workplace Stress.
- Get personalized Stress Management assistance from KGA—including access to a counselor, referrals to support services, self-assessments for emotional and mental wellbeing, and consultations on fitness, nutrition, and stress management activities.

If you’re a manager and would like an overview of the services your employees have access to, register for our live KGA Services Overview for Managers webinar on April 5 (or watch the online, two minute version). And don’t forget: great managers need to take care of themselves, too.

KGA also gives you access to specialists—lawyers, financial counselors, eldercare consultants, and more—who can help you deal with the underlying sources of your stress. Contact them by phone at 877-327-4278, email, or through their website.

There are lots of different ways to administer self-care, but the most important factor may be to be more self-aware so that you can provide the care that’s best for you. And remember, circumstances are always changing, so finding the right balance of work and home life requires constant monitoring and modifications.

We hope these tools will help you decompress a bit more this month.
HEALTHYTOGETHER CHALLENGE: TEAM UP TO GET FIT!

Time to be social, get fit, and have fun! Shake off those winter blues by pulling together a group of your colleagues or work friends and joining the HealthyTogether Challenge—a team-based challenge to get you moving, in any way that works for you. Along with your teammates, you’ll track physical activities like walking, swimming, yoga, dancing—even gardening or repairing your car—as you compete with other teams.

Using your Harvard email address, register your team or join an existing one starting April 11. Then, during the challenge period—April 25 to May 22—log your activities online or download the app to automatically track your steps.

Every participant will be entered in a random drawing for prizes, and a prize will be awarded to the top team. But the real prize is just motivating you to move!

As a bonus, the Challenge will convert your team’s steps into the equivalent distance on a virtual journey across Africa! Learn about natural wonders, wildlife, and local cultures as you (virtually) hike the continent together.

Because we think that finding ways to be active is so important, The HealthyTogether Challenge is sponsored by groups from across Harvard: the Harvard Benefits Office, HUGHP, the Center for Wellness and Health Promotion, HUIT Digital Accessibility Services, and the EccoOpportunity Team @ HSPH.

MIND AND BODY

Take steps that will lead to a healthier mind, a healthier body, and a healthier world.

• Contribute to a more sustainable community by taking just a few simple steps at work, like joining a Green Team, composting, or greening your office.

• Strengthen your personal resilience by incorporating the cognitive science-based practices in this two-hour Self-Regulation Workshop.

• With themes like Ancient Archaeology Adventures, Amazing Animals, Nature’s Designs, Invertebrate Investigators, Earth Explorers, and more, the Harvard Museum of Natural History’s Summer Science Weeks will spark your child’s curiosity and wonder.
LEARNING AND GROWTH

Don’t settle for the status quo; find ways to make life better for yourself and others around you.

• Improve your skills as a manager with the hybrid Leading People course (HarvardKey required). Complete a self-paced online module through Harvard ManageMentor. Then, take part in a one-hour facilitated session driven by topics from the module, like operating with emotional intelligence, empowering others, and inspiring collaboration.

• Stay organized and productive while transitioning between home and office workspaces with lessons from LinkedIn Learning’s Mastering Hybrid Work.

• Learn how you can help foster a more inclusive working environment through free workshops from DIB Academy (HarvardKey required). DIB’s newest courses, Anti-Black Racism and From Ally to Accomplice (HarvardKey required), explore diversity, inclusion, identity, biases, and the impact of privilege.

LIVING AND WORKING

The Office of Work/Life offers programs and resources to help you positively transform the way you balance your workload and personal life.

• Try cultivating a little more happiness through guided meditations on everything from anxiety to parenting to sleep with the Ten Percent Happier app. Free to benefits-eligible faculty and staff.

• Finding a balance between raising and being a human isn’t easy. Register for The Great Juggling Act: Being a Parent AND a Person to learn a unique framework for managing the conflicting priorities of the parenting years.

• Respond to challenges in a conscious, empowered way—and break habits that contribute to stress—with Mindful Practice for Burnout Relief (HarvardKey required).

FINANCES AND SECURITY

The more you know, the more prepared you’ll be for the future.

• The Real Estate Advantage Program provides individualized counseling for home buyers and sellers, representation throughout the process, a cash back bonus, and free home buying webinars.

• Make your money work harder for you by using your cash flow effectively, developing good savings habits, and managing your debt with TIAA’s Inside Money: Managing Income and Debt webinar.

• Have an electric vehicle? Charge it at one of the multiple electric charging stations (ECSs) on campus. ECS permits are available for purchase at the Campus Service Center.

To explore additional Harvard employee events, view the full calendar on HARVie.