

# Work Life Balance

By

Syeda Henna Babar Ali

# Work-Life Balance

- What does this mean?
- Every day take a stock of what you have done and achieved at work and in your family life situation.
- Analysis and reflection will enable you to correct the imbalance.
- We have a tendency to think that Life and work are all or nothing.

# Work-Life Balance

- Best to have a structured approach
- Create blocks of time for work and time for :
  - Family
  - Friends
  - Me-Time
- Small incremental daily steps lead to improvement.

# Work-Life Balance

- Your work is your Craft
- Problem solving is creative requires concentration, energy, time commitment and persistence.
- Step out of your complacent comfort mode to succeed.
- Mediocrity is where most of humanity lives, its convenient, effortless and comfortable to coast through life. It is a life that is devoid of achievement.

# Work-Life Balance

- To keep balance in work and life, grow through the process we need to follow the path of personal growth and development, where short cuts are not an option, because unless we go through the process which is uncertain, not crystal clear at times, difficult, problematic, growth and development doesn't happen. It takes time, be kind to yourself, give your Self time to grow, time to develop, to keep the balance.

# Work-Life Balance

- Time is finite.
- What you do everyday matters.
- Your actions or inactions determine your fate.
- Where is the focus of your finite attention?
- Assets are finite?
- To maintain balance, learn to manage your energy.

# Work-Life Balance

- Map your work
- Create your personal strategy
- Then do the work, execute and get it done.
- Always align yourself with your passion, it is the little things that you do for yourself that enhance your level of achievement, give you an energy boost and enables you to succeed.

# Work-Life Balance

- What are your assumptions for work life balance?
- Challenge your assumptions
- Challenge yourself
- Ask the difficult questions,
- What if ?
- Do such questions generate fear or scare?
- Face fear head on- walk into it rather than avoiding it.

# Work-Life Balance

- What are your aspirations?
- Define the boundaries of your work and your life
- What has to happen in your work and life?
- What has to be true?
- What are your affinities?
- Parallel problems?
- Think broad and go deep to find solutions.

# Work-Life Balance

- What is inspiring you?
- Can I solve this problem or should I go to someone who has the expertise and consult them?
- Attributes
- What are my hurdles?
- Go granular,
- What is at the core of the problem?

# Work-Life Balance

- What are the specific elements of the problem?
- Where am I busily bored?
- Why?
- What takes up most of my time?
- What am I getting out of spending my time the way I do?
- To incorporate change in your work-life balance change how you allocate and spend time.

# Work-Life Balance

- To prevent burn out or getting into panic mode realistic time management is essential.
- Follow your daily plan consistently.
- Feel good about being disciplined in planning and executing your day with a work-life balance.
- Work life balance takes effort and needs to be done everyday. It doesn't happen by itself, it doesn't happen overnight, there's no magic wand.