

# Barbaras tips during your working day

*Here is a list of Barbara's top tips to minding your wellbeing throughout the working day. As an experienced advocate for mental health and well-being, Barbara understands the demands and challenges of the modern workplace. Here, she shares her top tips to help you maintain a healthy balance between your professional life and personal well-being.*



- 1** Take 5 minutes outside during the day
- 2** Take your breaks!!! And no, you're NOT allowed cheat and be doing something else (work related) during your break!
- 3** Step away from your desk even for 2 minutes – Wash your hands, get some water, make tea! A short break can give you new clarity & focus because you've changed your train of thought even for a few minutes!
- 4** Move! We weren't made to sit for hours, make sure you move during the day!
- 5** Smile!!! This makes a huge difference - to you, and to those around you. Even if you're on the phone, smile – whoever you're talking to can hear it on the end of the line!
- 6** Stand up. If you've got a difficult call to make sometimes physically standing up can help you feel more in control.
- 7** Flag work stress to a colleague or manager.
- 8** Check your diary – whats ACTUALLY necessary for you to do right now, and what can wait? Don't be afraid to re-schedule things!
- 9** Flag work stress to a colleague or manager.
- 10** Talk! Don't forget you can talk about other things too! Sometimes this is most important to get your head out of the (work related) problem!
- 11** Tea. In Ireland, Tea fixes most things! Don't forget what an amazing and cheap resource this is!!!