

EAC Training

OUTLINE

- Topic:** **Managing Stress and Burn-Out**
- Description:** The Managing Stress and Burn-out program is designed help employees (1) identify major causes of stress, (2) assess current levels of stress, (3) apply effective techniques that can reduce stresses and burn-out experienced at work and at home and (4) address the symptoms associated with burn-out and how to manage fatigue.
- Participants are exposed to a conceptual framework that focuses on both the harmful as well as the beneficial functions that stress serves in our lives. Specific stress reduction techniques are introduced, and small group discussions follow, which provide a format for examining some of the stressful and fatiguing events that the participants are currently experiencing in their lives. In small group discussions, participants are also encouraged to share techniques they have found helpful in reducing stress. Finally, participants are taught to concentrate on the things in their life that they can control instead of focusing on matters that are beyond their ability to influence.
- Equipment:** Projector for PowerPoint Presentation (optional)
- Room Arrangement:** The optimal set-up for this session is seating that allows participants to break out into smaller groups (5 to 7 participants per group) for discussions centering on stressful events and techniques for reducing stress and burn-out.
- Number of People:** This training is best facilitated with a range of 20 to 40 participants
- Time:** One Hour