WHOLISTIC INSIGHT NOW®
Selfcare Made Simple

12 MONTHLY TIPS FOR MAINTAINING SELF-CARE AT WORK

Taking care of yourself while at work is important to stay productive and energized. Here are a few tips to focus on that may be helpful:

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1 JANUARY

Take Regular Breaks. Take regular breaks throughout the day - even if it's just a few minutes to get up and stretch or take a short walk.

2 FEBRUARY

Eat Healthy & Stay Hydrated. Eat healthy snacks and stay hydrated. Bring healthy snacks to work (or have some handy at home if you're remote) and be sure to drink plenty of water.

3 MARCH

Prioritize Sleep. Get enough sleep the night before work. Average is at least 6 hours, but you know what works for you.

4 APRIL

Get Organized. Get organized by creating a to-do list and prioritizing tasks. Use a whiteboard, AI tools, your email task list, calendar or a simple notepad to keep yourself on task with priorities.

5 MAY

Create Boundaries. Create boundaries between work and personal life. It's very important to not only create these boundaries but be diligent in maintaining them. One doesn't have to suffer for the other.

6 JUNE

Connect With Colleagues. Connect with colleagues and other professionals in your industry. Getting fresh insight from those in your industry is always good and provides opportunities for connection.

7 JULY

Get Fresh Air. Use your lunch break to spend time outside and get some fresh air. Sitting outside or going for a short walk can be so energizing for your workday.

8 AUGUST

Practice Mindfulness. Take time to practice deep breathing or meditation. This practice can keep you grounded before a big meeting or provide a reset after a stressful call.

9 SEPTEMBER

Refresh Your Space. Declutter or update your workspace. Tidy up your desk space, add inspiration (i.e., artwork, inspiring images). A clear space can yield an even clearer mind.

10 OCTOBER

Challenge Yourself. Set challenges for yourself that will inspire your productivity or give you additional tools to be successful. Join an employee resource group, or find ways to meet others outside your team.

11 NOVEMBER

Do Something Enjoyable. Make time for yourself to do something enjoyable. When you are happy, you are more productive and are willing to give more where needed.

12 DECEMBER

Practice Self-Compassion. Lastly, don't forget to practice self-compassion and be kind to yourself. Things don't always go the way we planned them, and that's ok - always give yourself grace and reset.

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