Don’t Let Worry Wear You Out

“Worrying doesn’t take away tomorrow’s troubles, it takes away today’s peace,” wrote composer Randy Armstrong. Worrying is part of our survival makeup. When we worry, we consider threats and how to respond to them. However, when worry chronically interferes with happiness, then it’s time for an intervention.

Don’t accept worry as a disability and be frustrated when you fail to block out what’s worrisome. This suppression causes worry to linger in the background, making you feel half-present. Additionally, it can weigh you down during fun activities with loved ones or during pleasurable events which then lose their luster and joy as a result.

Help for excessive worry is a broad field of healthcare because it is a common issue. If you’d like to seek support to address excess worry, counseling referrals are available from UAlbany EAP. The good news is that many practical exercises, stop-worrying techniques, and educational tips are available to help you get your life back.

To contact EAP: 442-5483  bseckerson@albany.edu

WellNYS Everyday

A NYS EAP Initiative for Employees

Need another way to keep your eye on the wellness prize? The WellNYS Everyday program offers you an opportunity to engage in monthly challenges to help you focus on your health and well-being. Here are other benefits to take advantage of:

♦ Sign up to receive a daily wellness tip.
♦ Look for physical activities in the area along with locations for NYS Farmers Markets.
♦ Find resources to help you train and get motivated to run your first 5k or focus on your next 5k run. Announce your success through your posting on the WellNYS Everyday website!
♦ Access great tips for workplace wellness.

In addition to UAlbany EAP, the WellNYS Everyday website can provide additional support to keep you healthy!

https://worklife.ny.gov/wellnyseveryday/
In the Workplace...

Fatigue and Productivity

Frequent fatigue affects one out of three workers. Overwork, multitasking, and workplace demands are the main culprits. Although work pressures can feel inescapable, the strain you experience from them combined with communication and information-sharing technology makes fatigue a major health issue for the modern workplace. Work-life boundaries blur, making it seem like work is endless. Proper management and awareness of fatigue is a personal health responsibility in the modern era. Fatigue is not just feeling tired. You feel exhausted, slow, and lethargic. Fatigue can lead to cognitive errors, safety infractions and injury, coworker conflicts, a higher risk of depression, health problems, and negative impacts on children and families. Ironically, it is not work per se that creates fatigue; rather, it is how you work that creates fatigue. Fatigue builds with effort and decreases with rest. You can combat fatigue by working intensely in the morning, much more slowly in the middle of the day, and then intensely at the end of the day. Or simply plan breaks—go for a walk for a change of scenery or spend time in a quiet room. Don’t just rest when you feel tired. Make rest a part of a healthier day.

For more information, visit https://ideas.darden.virginia.edu [search: give it a rest].

Be Perceived as a Potential Leader

If you don’t supervise others, you can still demonstrate leadership skills by practicing the work habits of good leaders:

♦ Be genuine and praise others when they deserve it, making sure to articulate what they did well. This is a leadership skill that helps develop talent.
♦ Have clear goals for what you want to achieve in your position. This demonstrates engagement with the organization. Practice empathy to perceive others’ needs, not just your own. Empathy shows that you value and invest in relationships.
♦ Be a great listener and prove it by asking effective questions. Effective questions tend to be thought-provoking, solve problems faster, and show that you can listen, learn, and suspend judgment.
♦ Practice positivity with an attitude that encourages others to also be upbeat and productive.
♦ Identify outstanding traits in others and help them see them too.

Practicing these skills may help you get tapped for a management position someday.

Resource for Articles: Frontline—Employee Wellness, Productivity & You! Frontline newsletter is courtesy of the New York State Employee Assistance Program.

“What you do has far greater impact than what you say.”

~Stephen Covey, author, businessman and speaker
Getting Couples’ Communication Unstuck

Communication problems are still the most commonly cited reason for separation and divorce. So don’t let the frustration of communication problems linger too long in your relationship before taking steps to intervene. You can start by applying tried-and-true principles of effective communication. Although many communication strategies for reducing conflict and healing relationships exist, the following three are foundational and can help you experience almost immediate results:

- Use “I” statements when talking about your feelings and your needs. Doing so instantly removes the blaming dynamic your partner responds to with defensiveness.
- Listen without interrupting. This takes conscious effort, and it is a skill that comes with practice.
- When your partner speaks, listen and validate what was said. The ability to paraphrase demonstrates the most appreciated and satisfying form of validation, but expect it to feel a bit awkward until it becomes a more natural part of your communication style.

If these exercises don’t work, then seek help from a professional counselor before throwing in the towel on your relationship. Counselors know how to apply communication strategies and can guide you through them and give you more to use in the future if needed.

Check the [EAP Lending Library book list](http://www.news.iastate.edu/news/2017/04/11/mediaviolence) to discover topics available to enhance your relationships.

Media Violence and Aggression Link

Violent video games, television shows, movies, and their role in influencing and contributing to increased risk of violent or aggressive behavior are concerns many parents share. These fears can now be supported by research that shows the strong correlation of such media to increased violence. Other factors contributing to increased risk of violence by viewers were also studied. These included peer delinquency, peer victimization, gender type, neighborhood crime, and abusive parenting. Only one of these had more influence than media violence: violent peers. Although abusive parenting is a well-known risk factor for violence in adulthood, media violence has an even greater influence—it’s more than twice as influential.


Always laugh when you can. It is cheap medicine.

~Lord Byron, English poet and satirist (1788–1824)
Are you finding yourself struggling with any of the following?

- Family, parenting, and relationship issues
- Work stress and conflict
- Substance abuse or dependency
- Elder care
- Mental health concerns (e.g., depression, anxiety)
- Legal and/or financial concerns
- Grief and loss
- Or anything else related to work or home that is causing you undue stress and affecting your ability to be as productive as you once were?

You don’t have to deal with it alone. Support is available through UAlbany’s Employee Assistance Program (EAP). The mission of UAlbany EAP is to provide services to support a healthy, productive workforce. Available to all employees is the voluntary, confidential Information, Assessment, and Referral Service provided by UAlbany EAP Coordinator, Brenda Seckerson. Take advantage of this confidential assistance available to you as an employee benefit.

“ You can gain strength, courage, and confidence by every experience in which you stop to look fear in the face.”  
~ Eleanor Roosevelt (1884-1962)

To schedule an appointment for a confidential Information, Assessment & Referral session, contact:

Brenda Seckerson, EAP Coordinator
442-5483
bseckerson@albany.edu
EAP Website: http://www.albany.edu/eap

Employee Assistance Program-sponsored events and services are open to UAlbany and Research Foundation faculty, staff, family members, UAS employees, GSEU members, and retirees.

Early intervention is the key! Contact EAP.
Heroin and Prescription Drug Abuse

As the New York State Office of Alcoholism and Substance Abuse Services (OASAS) states, “Addiction can happen to anyone, any family, at any time.” The OASAS website has important information regarding prevention as well as how to recognize the signs and symptoms of opioid drug abuse.

To access the OASAS resources, click here.

Call the OASAS helpline at 1-877-8-HOPENY (1-877-846-7369).

Contact UAlbany EAP for a confidential conversation if you have concerns about heroin or prescription drug abuse.

Support and help is available!

Getting Help for Anxiety

More than 40 million North Americans suffer from chronic forms of nervousness that interfere with their life. These are anxiety disorders, which are highly treatable forms of mental illness that can benefit from counseling, support, medication, or alternative therapies. If anxiety is interfering with your life or bothersome in ways that interfere with your relationships, your job, and your happiness, don’t be a prisoner to the disabling condition. Anxiety can’t be seen like a rash or a mole, but it is just as real. And, it’s not your fault. Failing to understand anxiety can lead you to suffer longer as you struggle to control its symptoms. This can contribute to additional stress and health problems like depression. Reach out and get proper help from mental health professionals through a referral from your doctor or from UAlbany EAP. bseckerson@albany.edu 515-442-5483

Let Nature Rejuvenate You

New research shows that there are mental health advantages that come with spending time immersed in natural settings. Frequent technology use puts extraordinary strain on cognitive functions such as attention, problem solving, focusing, multitasking, and shifting between programs with different cognitive demands. Research indicates that exposure to natural settings seems to improve our ability to perform these tasks because of the restorative benefits offered by a radically different change of environment. A couple of days of downtime and communing with nature can give you a 50 percent boost in productivity! Here’s a suggestion: Take a walk around Indian Pond on campus for a good dose of nature during one of your breaks!

Resource for Articles: Frontline—Employee Wellness, Productivity & You! Frontline newsletter is courtesy of the New York State Employee Assistance Program.
Find a Fitness Buddy at Work

Want to keep on track with improving your health? Then find a fitness buddy at work. Things are always easier when you can do it with someone. We can achieve greater success when we share a goal with someone and have a support person and cheerleader to keep us keepin’ on. A fitness buddy can:

♦ keep you company,
♦ motivate you to get up and move,
♦ pull you from your desk on dreary days, and
♦ indulge in frozen yogurt with you after reaching your weekly fitness goals!

Stay tuned for news of a summer EAP Meet & Greet on the podium in July! Pedometers, other EAP giveaways, and wellness information will be available.

Want to keep track of your steps without using a FitBit or some other device? UAlbany EAP now has new pedometers available! Contact EAP if you would like to receive a pedometer to help inspire you to get moving! Click here to request a pedometer.

Beach Basics

Before you head to the beach this summer, check the weather forecast and follow these tips for a safe and fun time:

Check beach warning signs and flags for surf and current conditions.

Know how to swim and teach your children to swim. Any child who can’t swim should wear a life jacket and be supervised constantly.

Select a spot close to a lifeguard, but don’t expect lifeguards to supervise your children.

Keep hydrated and don’t drink alcohol on the beach.

Be aware of ocean life — shark attacks are rare; however, jellyfish stings and sharp shells can cause pain and injury. Best bet: Wear water shoes.

Slather on plenty of broad-spectrum sunscreen with an SPF of 30 or higher. Use enough to fill 1 shot glass.
Glorifying Busyness

Have you noticed how often when you ask someone “How are you?” that the typical response is, “I’m so busy!”? Or, how often do YOU respond in this manner when someone asks you how you’re doing? I have to admit, even as your EAP Coordinator I will catch myself uttering those “busy” phrases. So, what’s up with this? Is this go-to response in our best interest? What if these pronouncements are setting ourselves up and actually increasing our feelings of busyness?

In the *Washington Post* article by Megan Wycklendt titled “*Six reasons you’d be happier if you stopped saying ‘busy’*” (March 17, 2015), Wycklendt raises the question that if being active in life is a healthy thing, why are so many of us “feeling overwhelmed or exhausted by our list of responsibilities?” Could the words we choose to use help contribute to creating a negative experience? Words do have power. Wycklendt references a study in the *Journal of Psychological Science* which explores the “psychological aspects of language” and wonders if the findings can possibly help us to understand the impact our “I’m so busy” mantra is having on us.

Consider these six reasons why you might be happier if you refrained from using “busy” to describe how you are doing.

1. It keeps you from being present.
2. It disconnects you from other people.
3. It is a choice.
4. It is a cover-up.
5. Busy is not a feeling.
6. It can easily be re-framed.

To fully understand these six reasons, check out Wycklendt’s article which provides brief explanations and suggestions. Then, take a moment out of your “busy schedule” and consider whether adjusting your language and making some decisions about tasks, responsibilities, and to-do lists can allow you to let go of the busy bee feeling and experience more peaceful moments in your life.

~ Gayle Forman, author (1970- )
This month we’re exploring the idea that “less over-committing means more free time to enjoy.”

One thing many of us yearn for is to free up time so we can do more of what we really want to do. However, in order to get more free time, especially in the summer, sometimes we need to learn how to let go of other commitments that may be holding us down.

Often times, it’s this "so much to do, so little time" mentality that places a barrier between what we’re capable of achieving and what we’re actually getting done. But the truth is, freeing up time requires us to do more than identify what we can't seem to accomplish.

EAP challenges you to create more balance in your life by setting limits and saying no to nonessential things in your life. Here are three suggestions to consider.

- **Take control of distractions.** If distractions keep you from making the most of your day, find ways to prevent yourself from drifting off task.

- **Work within a defined timeframe.** It’s important to note that forcing yourself to commit to long periods of uninterrupted work can have an adverse effect on your productivity.

- **Delegate what’s on your plate.** When [Professor Julian Birkinshaw](https://hbr.org/) and productivity expert [Jordan Cohen](https://michaelhyatt.com/) set out to explore productivity in the workplace, they found that an average of 41 percent of a knowledge worker’s time was spent on tasks and activities that could be handled proficiently by others.

Understandably, letting go of some of your responsibilities or saying no to invitations to take on something new can be just as scary as it is refreshing. You worry that you’re going to let someone down or that the person you pass off the task to isn’t going to get it done the way that you would do it. When you lessen your commitments and quit running nonstop, you will begin to have more physical and mental energy to focus on what matters most. You can make these changes if you make a plan. Check out the article “[What to Do When You Find Yourself Overcommitted](https://michaelhyatt.com/what-to-do-when-you-find-yourself-over-committed.html)” by Michael Hyatt for some practical tips. Here’s to enjoying more spontaneity and free time in your life thanks to less over-committing!

Sources: [https://hbr.org/2013/09/make-time-for-the-work-that-matters](https://hbr.org/2013/09/make-time-for-the-work-that-matters)
EAP Lunchtime Wellness Program

4 Tower Place—PDP

Change for Good

Planning to make some positive life changes? Lose a few pounds? Exercise more? Deal more effectively with stress? Even though those Nike ads might tell us to “JUST DO IT!”, most times it’s not that easy. All too often the best of intentions never get put into practice. No matter what it is you’d like to do, “Change For Good” will help you reach your goal. In this session we will discuss the steps needed to move towards any change, identify some of the obstacles we might meet along the way, and develop strategies needed to move ahead.

Presenter: Judi England, RN, licensed massage therapist, and professionally certified Kripalu yoga instructor. Judi has offered programs in wellness, yoga, and meditation for over 20 years in the Capital Region. Her blog “Holistic Health” has appeared in the Times Union for ten years.

To Register
Contact: Brenda Seckerson,
EAP Coordinator
bseckerson@albany.edu
442-5483

Friday, June 2
Noon—1:00 pm
Room 406
4th Floor

OR REGISTER ONLINE:
HTTP://WWW.ALBANY.EDU/EAP/EVENT_SIGN-UP.HTM
This fitness class fuses Latin dance rhythms and easy-to-follow moves to create a dynamic fitness program that provides body sculpting and toning, while giving an effective and FUN cardio workout. The music alone will get your heart pumping! Zumba’s goal is simple: “To want you to want to work out, to love to work out, and to get hooked!”

Instructor: Paula Harrington, certified Zumba instructor. Paula also teaches Zumba for NYS employees at the Corning Tower.

**TWO Summer Classes**

Tuesdays (8 weeks), June 6 – August 1*
Class fee $48.00  
*No class on July 4
and
Thursdays (8 weeks), June 8 – July 27
Class fee $48.00

Noon – 12:45 pm
Location: PAC Lab Theatre - 2nd floor

You must register online for each class separately. Make check payable to:
Paula Harrington

**NOTE:** If you are registering for both classes, you only need to write one

---

**To Register Contact:** Brenda Seckerson, EAP Coordinator  
[bseckerson@albany.edu] 518-442-5483 OR REGISTER ONLINE:  
[HTTP://WWW.ALBANY.EDU/EAP/EVENT_SIGN-UP.HTM]
albany.edu/rec

GROUP EXERCISE
Summer 2017

Wednesdays
12:15-1pm

Yogalates

PE Dance Studio
June 7th - July 26th

*No Class on June 21st

Must have a current Campus Recreation membership to participate

Must present valid UAlbany ID for entry
Looking for Reading Ideas?  
Check the EAP Office Lending Library.

Contributed by Seema Mathura, EAP Office Work Study Student

Sometimes our relationships at work can be challenging. We all have different needs, communication styles, and life experiences that can impact our ability to have positive experiences with our coworkers. Often when difficult situations arise on the job, we aren’t sure how to address them. The key is to learn new communication techniques and practice them, of course! The EAP Lending Library has several books on a variety of topics that address challenging workplace relationships that can impact your ability to have positive experiences on the job. Here are just three to consider.

How did you feel after your last interaction with another person? Did that person—your spouse, best friend, coworker, or even a stranger—“fill your bucket” by making you feel more positive? Or did that person "dip from your bucket," leaving you more negative than before? How Full Is Your Bucket? reveals how even the briefest interactions affect our relationships, productivity, health, and longevity. This book will show you how to greatly increase the positive moments in your work and your life while reducing the negative.

Your work day can be filled with them—people who frustrate, impede, maneuver, undermine, plot, connive, and whine. Working with Difficult People details specific techniques for handling all of them with easy-to-follow scenarios for every situation. Updated and revised to reflect modern issues including technology, generation gaps, and language barriers, this guide describes 10 kinds of culprits, from tyrants and bullies (regular and cyber) to the pushy and presumptuous to connivers and camouflages. It offers helpful strategies and phrases for diffusing workplace tensions and effectively resolving conflicts.

If you’re looking for tangible advice to end workplace bullying, then BACK OFF! Your Kick-Ass Guide to Ending Bullying at Work is the book you need to borrow. BACK OFF! will arm you with the information and guidance you need to successfully navigate your way through the turmoil of dealing with workplace bullying and the managers who may deny your experiences. There is an entire chapter offered on preparing to talk with HR. BACK OFF! provides practical tools and case studies you can use to make change and end the bullying.

Visit the Library page on the EAP website for a full list of topics, books, and DVDs/CDs that the EAP Lending Library has available. Contact EAP if you would like to borrow any materials. bseckerson@albany.edu
Collage Card-Making Creations

On May 9th EAP sponsored an “art break” to provide employees with an opportunity to de-stress and get creative on their lunch break. Following the expressive arts process that “there is no right or wrong” in making these collage cards, a fun time was had by all. Employees went back to work energized and excited about their handmade cards and communal art experience! Here are a few of the cards that were designed.

“It is only in being creative that the individual discovers the self.”
~D.W. Winnicott
English pediatrician and psychoanalyst (1896-1971)

Books on creativity available in the EAP Lending Library:

- The Creativity Cure: How to Build Happiness With Your Own Two Hands
- 52 Projects: Random Acts of Everyday Creativity
- Creative Journal Writing
- Creative Mandalas: For Insight, Healing, and Self-expression
- Living Artfully: Create the Life You Imagine
- The New Diary: How to Use a Journal for Self-Guidance and Expanded Creativity
- The Art of Emotional Healing
- The Artist’s Way at Work
- The Artist’s Way: A Spiritual Path to Higher Creativity
- The Vein of Gold: A Journey to Your Creative Heart
- Writing Down the Bones

Contact EAP if you would like to borrow a book on creativity or any other topic. bseckerson@albany.edu
You were born with wings, why prefer to crawl through life?

~ Rumi

Recipe Compliments of Personal Best Publications

MAKE A GREAT PLATE.

Enjoy fresh fish, such as salmon, for protein and healthy fats.

**Salmon with Kale and Feta Sauté**

**INGREDIENTS**

- 4, 4 oz. skinless salmon fillets
- 1 bunch kale, chopped
- Pinch each salt and pepper
- 1 tbsp extra virgin olive oil
- 1 clove garlic, chopped
- ½ cup feta cheese, crumbled
- ¼ cup aldered almonds, toasted
- 2 tsp fresh lemon juice

**DIRECTIONS**

Preheat oven to 350°F. Season salmon with salt and pepper in an ovenproof dish. Bake salmon until opaque, about 10 minutes per inch of thickness. Meanwhile, in large skillet, heat oil over medium heat. Add garlic and sauté about 1 minute. Add kale and cook until tender, about 10 minutes. Remove from heat. Stir in feta, almonds and lemon juice. Divide mixture among 4 plates and top each with 1 salmon fillet.

Makes 4 servings. Each: 332 calories • 32g protein • 18g fat • 17g carb • 3g sugar • 6g fiber • 38mg sodium

EAP is a joint labor/management program and is part of the NYS Employee Assistance Program - Contact Info:
10B Airline Drive, Albany, NY 12235 ~ 518.486.9769

EAP-sponsored events and services are open to UAlbany & Research Foundation faculty, staff, family members, UAS employees, retirees and GSEU members.

Disclaimer: Material presented in this newsletter is intended for educational or informational purposes only. It is not intended to replace the advice of a qualified health professional.