



To Work-Life Balance



*A master in the art of living
Draws no sharp distinction
Between his work and his play
His labour and his leisure
His mind and his body
His education and his recreation*

*He hardly knows which is which
He simply pursues his vision of
Excellence through whatever
He is doing and leaves others
To determine whether
He is working or playing*

*To himself he always seems
To be doing both*

Francios Rene Auguste Chateaubriand (1768 – 1848)





Workshop Program

Welcome to “Sail 7Cs to Work-Life Balance!”

We hope you will find this workshop fun, informative and, above all else, life changing. But that, of course is up to you!

During our time together you will have a chance to think about and plan your own Work-Life Balance Strategy.

You will learn about the “7C Success Factors” and how to craft a Work-Life Balance plan for yourself.

Our undertaking is to will provide you with the fundamental knowledge, self insight and tools necessary to help you create Work-Life Balance. Our aim is to help you equip yourself with the tools to meet the demands of a rigorous work schedule while enjoying the pleasures and satisfaction of a balanced life.

<p>DAY ONE 9:00 am to 1:00 pm</p> <p>Offsite Opening</p> <ul style="list-style-type: none"> • Introductions and Outcomes • Overview: Why we need a new way of looking at Work-Life Balance <p>Module One: <u>Captaincy</u> <i>“Life is a voyage we sail but once: We need be Captains of our own ship.”</i></p> <p>Work-Life Balance is not a problem to be solved – it is a polarity we must manage!</p> <ul style="list-style-type: none"> • Choice, Response-Ability and ‘Freedom to’ <p>BREAK</p> <p>Module Two: <u>Course</u> <i>“To reach distant destinations we must sail out sight of land for a very long time: For this we are guided by our heart’s compass.”</i></p> <p>Work-Life Balance is not something we get; it is something we build from a thousand value-linked choices.</p> <ul style="list-style-type: none"> • Charting our Roles, Goals and Guiding Values for Life and Work and for Work-Life Balance <p>Close out and Adjourn for the day 1:00</p>	<p>DAY TWO 9:00 am to 1:00 pm</p> <p>Day 2 Start</p> <ul style="list-style-type: none"> • Check-in, • Review of Day One and set focus for Day Two <p>Module Two: <u>Capacity</u> <i>“To our ship, we trust our lives (our ship is our lives!): With a stout ship we will thrive on passage.”</i></p> <p>Work-Life Balance is not a zero sum game: managing energy, not time is the secret to WLB</p> <ul style="list-style-type: none"> • Physical, Mental, Emotional, Spiritual keys to capacity building for life and work <p>BREAK</p> <p>Module Four: <u>Companionship, Curiosity, Compassion and Courage</u> <i>“To sail a ship across the sea, any fool can do that: To leave the safety of shore and set sail for our dreams, now that’s the mark of greatness.”</i></p> <p>Putting it all together: WLB takes a little help from our friends, some learning, a lot compassion for ourselves, and above all else, a mountain of courage.</p> <ul style="list-style-type: none"> • Uncovering our courage and commitment to join life and work. <p>Close out and Adjourn 1:00 pm</p>
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Workshop Goal:

Based on Coaching Works' **7C Success Factors**, the goal of the **Work-Life Balance Workshop** is to provide participants with the fundamental **knowledge, self insight and tools** necessary to meet the demands of a rigorous work schedule **while enjoying the pleasures and satisfaction of a balanced life.**

Work-Life Balance: the modern workplace epidemic – what we are all up against!

In general, the term "Work-life Balance" has emerged to describe the balance (or lack of balance more often) between how a person apportions their time and energy between their work and the rest of their lives. In response to unrelenting work pressures, people often forego time with family, friends and hobbies in favor of work-related chores and goals. Ironically, negative Work-Life Balance choices affect both employee and employer. Employee's experience stress and burnout which results, in turn, in decreased productivity, increased absenteeism and employee retention and engagement issues for the employer. In a recent global study, eighty-one percent of workers say their jobs are affecting their health. Between forty-six and fifty-nine percent of workers feel that work related stress is affecting their interpersonal relationships.

The task of managing Work-Life Balance ultimately falls to each individual. As pressures mount in the workplace to work longer, harder, smarter hours, people in the work place require new thinking about the nature of work, their relationship to it, and how to best manage their work load and lives so that they may continue to be happy, healthy, high performing individuals. Work-Life Balance is not a problem to be solved, but a polarity to be managed. New tools are needed to development and maintain this balance in a sustainable way.

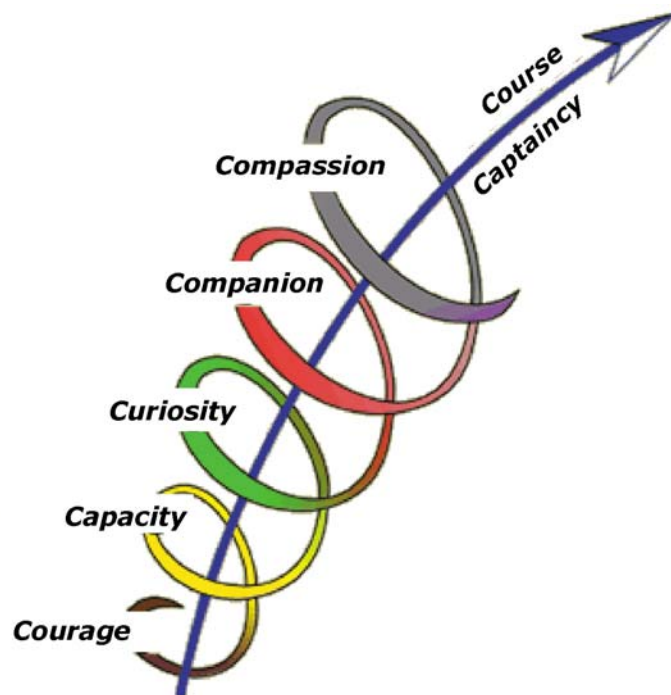
The Workshop Outcome:

“Life is either a daring adventure, or nothing.”

Helen Keller

Life is what we make it. And the same applies no less to Work-Life balance.

In this workshop, we will draw heavily on the metaphor “Life is a Voyage” and learn strategies we can use to create the Work-Life balance we desire. Using the 7Cs as a learning and discussion framework, participants are invited to explore their own patterns and develop strategies that suit them to excel at work *and* get the most out of their lives.



What you will learn:

- What challenges underlie creating work-life balance for everyone
- What role values play in creating work-life balance
- Why managing energy, not time is the secret to work-life balance and how to do it
- What choices need to be made to create work-life balance and how to make them
- What role courage and self-truth telling plays in creating work-life balance
- What role colleagues play in creating work-life balance

Each Associate will be invited to create your own individual Work-Life Balance strategy to take out of the workshop and implement immediately