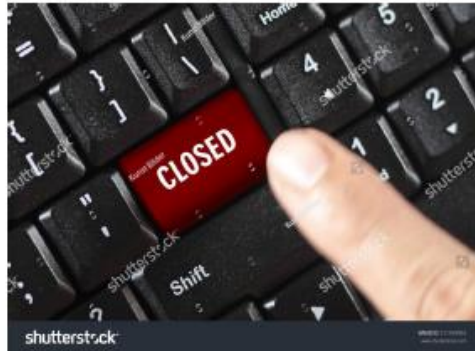




Trauma Tip of the Week: Healthy Work Boundaries

Often when working with youth in foster care our desire to help can consume us and we begin to assume more responsibility. We begin to stay later, skip breaks, eat at our desks, and take work home. By neglecting our own needs we overwhelm ourselves mentally and physically, becoming less effective for the youth we work with and more susceptible to burnout. It is important to set clear boundaries and limits not just with foster care youth but with ourselves as well. Remember, at the end of your shift there is still a whole life out there waiting for you to enjoy. So when you are off the clock, **YOU ARE OFF THE CLOCK!**



Suggestions for maintaining healthy boundaries at work

- Take a lunch and breaks every day and do something unrelated to work, such as take a walk, listen to music, read a book, meditate, or go check in with a friend.
 - Maintain a set schedule, not just for arriving to work but for leaving work at a reasonable time.
 - Listen to your body and take restroom breaks as often as needed and stay hydrated.
 - Schedule some down time in your routine for self-reflection and processing.
 - Keep your work space free of clutter.
 - Ask for help and delegate tasks when necessary and appropriate.
 - Ask family and friends to respect your work time by eliminating non-essential personal calls and interruptions.
 - Acknowledge your abilities and limits and don't take on more than you can handle.
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