



EAP

OHIO EMPLOYEE ASSISTANCE PROGRAM

# Frontline Employee

Wellness, Productivity & You



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December 2011

## “Go4Life” Program Will Get You There



If you're 50 years of age or over and planning to get fit, lose weight, and start feeling better next year, head to <http://go4life.niapublications.org>. The new service is from the U.S. National Institute of Aging at NIH (National Institutes of Health). *Go4Life* has bountiful resources and features to set course for a new you in 2012. Log in for free and create your personal goals, learn about exercise, get free resources, learn about health, get free exercise DVDs and virtual coaching help, and get all your wellness questions answered in one place. The website even has a section for family members and tips for how they can do a better job supporting you.

## The Secret Is to Smile



Imagine the Rockettes not smiling or Disney World employees appearing grumpy. Would these businesses be successful today?

Research shows a smile is a powerful lever with big returns, even financial ones. You can't fake a smile for very long, so it must be fueled by a positive disposition, a desire to serve, and a belief in what you are doing. To smile more often, an absolute must is reading what it will do for you. Start with <http://www.wikihow.com/Smile>. You'll quickly develop a smile-a-lot mind-set. Practice smiling using jokes or happy thoughts as anchors. You'll soon find yourself smiling more at work.

## Behaviors that Burn More Calories



Lose 67 extra calories per day drinking tea? Yes. More proven metabolism boosters and calorie burners include: 1) Don't skip breakfast. 2) Eat smaller meals more often. 3) Add weight lifting to build muscle. 4) Drink ice-cold water throughout the day. 5) Get more sleep. 6) Break your exercise routine into two periods during the day. 7) Exercise first thing in the morning, and get your doctor's okay before starting an exercise routine. Learn more at <http://tiny.cc/tea-time>.

## From the Blogosphere... Tips on Avoiding Overeating



If “try again tomorrow” is your strategy to control holiday overeating, then you need a better battle plan. Helpful tips can be found on over 350 blogs. Example tips: 1) Know the weight you want to be and see that number in your mind as you eyeball any holiday food item you must resist. This strategy uses “opposing forces” to reduce desire. 2) Brush your teeth as soon as you want to stop eating. This triggers decreased desire. 3) Drink water prior to eating. It can reduce hunger. 4) Wait 20 minutes before eating a second helping of anything considered yummy. Delay can turn to distraction and save the day. Find ideas on other blogs by searching <http://www.google.com/blogsearch>.

## Alcohol Use Prevention and Parents



**N**o one can guarantee that your teenager won't be influenced by peers to consume alcohol someday, but you can reduce the risk. Communication is the key, not just for a direct message of disapproval, but also for its ripple effect on peers. Simply being firm and saying you do not want your child to consume alcohol reduce risk. Say nothing and risk will increase. The same goes for marijuana. Being a watchful parent can create a "repellent" effect, because alcohol-using peers who would otherwise call with invitations to drinking events may bypass your child. You may get a reputation as a strict parent, but the payoff can be immeasurable. Start early by sharing information about the effects of alcohol with your child. Do not omit risk of death from overconsumption. Tragic news stories easily provide testament. Many parents resist being firm about teen abstinence. They fear being seen as uncool or contributing to their child's decrease in popularity. Reject this thinking. It is not safe or legal for a teenager to drink alcohol. More steps: Be aware of what your kids are doing, where they are, where the phone numbers of friends' parents are, and who is accompanying them when they leave point A and go to point B. Some parents think this is too much "watching" or "helicoptering," or that it interferes with their busy schedules. Do you?

## Disagree with Your Boss in Style

**I**t's not about whether you can disagree with the boss, it's about how you disagree that counts. Most bosses want to hear from subordinates. To disagree with style, first understand your boss's outlook and try to analyze issues from his or her perspective. If you do that, your demeanor will demonstrate empathy and your approach to sharing differences will appear instantly "team-like." Lose the fear and don't stay quiet. Instead, develop a personal approach that you'll use now and in future boss situations. Don't make stark declarations about how you are right. Instead, formulate questions that are non-threatening: "Just to clarify where we stand right now..." "As I understand it, the developments leading up to this point are..." "Let me make sure we're on the same page..." Follow these statements with your idea or thinking or with a contrasting point of view.



## What Returning Veterans Want

**Y**ou can make it easier for veterans returning to work by knowing more about the myths and misconceptions they face from many around them after they come home. For example, a straightforward "thank you for your service" is a meaningful statement for a vet. It needs no elaboration. Don't assume all veterans have posttraumatic stress disorder (PTSD). Likewise, do not speak to veterans as if they are fragile or "on edge." Treat them with respect like any other individual and do not relate to them as unfortunate or needy citizens. Be aware how the third or fourth month home for a veteran can be the toughest. This is when depression is most likely to emerge. Depression, not PTSD, is a more common postwar experience. Assist veterans in accessing proper health resources if needed, and remember that veterans want things to get back to normal as quickly as possible. Responding to them as normally as possible is what aids this process.

Source: National Organization on Disability



## Self-awareness and Preventing Sexual Harassment

**H**ave fun this holiday season, but realize that many opportunities for positive employee interaction beyond the workplace include a higher risk of sexual harassment. Employer-sponsored events characterized by less-formal communication, off-site travel experiences, and employee gatherings where alcohol is consumed are especially notorious. Examples include training events, intramural sports, holiday parties, and after-work mixers at restaurants. These settings require self-awareness and professionalism as guides for behavior. Negative consequences for your career and reputation can ensue from crossing social boundaries that are perceived by others to be sexual harassment. Know the difference between a coworker with whom you have a personable relationship and a personal friend. Different rules apply.



**For confidential counseling with a personal, work, or family problem, please call your Ohio Employee Assistance Program at 1-800-221-6327 or 614-644-8545**