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How to balance work and family life in a hybrid working world.

Many of us have found ourselves answering emails in bed and taking meetings over bowls of cereal. Balancing work and family life in a hybrid working environment can be challenging but with some strategic planning and mindful practices, you can create harmonious blend of both. Here are some practical tips that will help maintain that balance.

Setting Clear Boundaries

Designate Workspaces: Dedicate a specific area in your home for work. This helps mentally separate work from personal life.

Consistent Work Schedule: Stick to a consistent work schedule and let your team know your working hours. Clearly mark out your work hours to help you focus on work and reserve personal time for your loved ones and yourself.

Eat your lunch away from your desk: Eating lunch outside of work allows you to transition into your lunch break rather than feeling like you're still working. Plus, it gives you an opportunity to step away from work and clear your mind before getting back to it.

Creating rituals:

Establish routines to start and end your workday. This helps train your mind to transition between work and personal time. Simple rituals, like having a morning coffee before starting work and taking a quick outdoor walk after finishing, can be effective.

Technological boundaries:

Separate Devices: Use separate devices for work and personal use to avoid the temptation of checking work emails after hours.

Turn Off Notifications: Turn off work-related notifications after work hours. Manage your screen time to maintain a healthy balance.

Unplug Regularly: Turn off your phone and go for a walk or unplug from social media apps during weekends to relax and reconnect with yourself.

Meditation

Meditation is an excellent way to decompress and disconnect mentally from work, especially if your work and home are in the same setup. Regular meditation is a fantastic way to unwind once you finish work.

Look for support and have Self-Compassion

Be Kind to Yourself: Don't guilt yourself if you're not 100% there all the time or if you miss a deadline. Give yourself the benefit of the doubt. Remember, you are the most important project you can work on. Restart as many times as needed and be kind to yourself.

Utilize Work Resources: Utilize any support systems provided by your employer, such as counselling services, productivity tools, or flexible work arrangements.

Seek Help from Family and Friends: Don't hesitate to ask for help from family and friends when needed. Sharing responsibilities can make it easier to balance work and personal life.

By following these tips for a healthier hybrid work routine, you can become more productive during the day and have more energy for everything else in your life. Start putting these ideas into action today and see how much better you'll feel!