

LOW BATTERY

Your battery is low (10% remaining). To continue without interruption, please connect to charger immediately.

As we approach the end of the academic year, many of us may be feeling overwhelmed trying to check everything off our to-do list. According to Dr. Lotte Dyrbye, a physician at the Mayo Clinic, **BURNOUT** can be described as the "manifestation of chronic unmitigated stress." Similar to our electronic devices, our bodies have ways to signal us when we need to recharge. Unfortunately, many of us aren't able to recognize early warning signs in ourselves or our employees to make immediate changes in order to minimize and/or prevent burnout from occurring.

Although there are many factors unrelated to work that contribute to burnout, having unclear expectations, poor communication and lack of recognition at work can cause added stress. Contrary to popular belief, burnout can't always be fixed with better self-care; BUT, there are things within our control we can implement to make burnout less likely. In this month's featured article, Martha Beck, a Harvard-trained sociologist and New York Times bestselling author, will humorously show us effective ways to overcome burnout!

As a supervisor, it is important to be aware of chronic job stressors our employees face on a daily basis and work tirelessly to create an environment conducive to good mental health. Most importantly, remember "you can't pour from an empty cup." So, how do YOU plan to recharge?

Until next month!

UNI-HRS Employee Relations

This newsletter is for YOU, so feel free to reach out with any questions, comments, suggestions, thoughts or concerns you may have that we can address in upcoming issues.

STARTER BITE

"If you don't make time for your wellness, you'll be forced to take time for your illness."

- Joyce Sunada

"If you get tired, learn to rest, not to quit."

- Banksy

"Almost everything will work again if you unplug it for a few minutes, including you."

- Anne Lamott



FEATURE BITE

Welcome New UNI Supervisors!

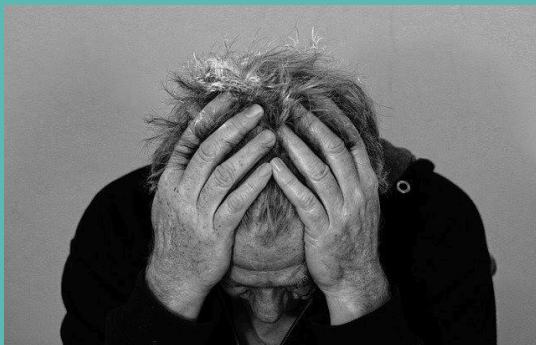
Christopher Grill, Rialto
John Myers, Facilities Management
Phillip O'Loughlin, Design & Construction
Amanda Strayer, Classic Upward Bound
Jeff Tiedt, Public Safety



We want to feature YOU! Do you have any supervisory tips/tricks you'd like to share? Burning questions about supervision you'd like to ask? Are you a new UNI supervisor? Do you have a cool or unique workspace? If so, reach out to be featured in our upcoming issues.

SMALL BITES

How to Make Stress Your Friend



ARTICLE OTM

[Chill Out! How to Overcome Burnout.](#)

LinkedIn Learning

How to Recognize the Signs of Employee Burnout

WATCH this video by Amy Brann

To access this video, click on the purple button above and enter your UNI email address when prompted. If your personal email address populates, please ensure you click on the "change" link first to update your email address. Once entered, click on "Continue to the University of Northern Iowa LinkedIn Learning account" to access content.

Addressing Employee Burnout With Empathy

The World Health Organization has labeled burnout as an occupational hazard because of its frequency and seriousness. Addressing the sensitive issue with empathy is critically

important for the employee's health and business health, but people won't likely volunteer that they're suffering burnout. So first, learn to spot the signals. Signs include low energy, disengagement, irritability, poor work, anti-social behavior, and absenteeism. Once you spot the signs, it's time to dig deeper and ask the right set of questions, what I call the burnout breakdown. It's four questions to ask someone you suspect is suffering burnout. Ask the questions and then engage in empathetic discussion.

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EMPATHY

BIG BITE



Book Club

[Mastering the Challenges of Leading Change: Inspire the People and Succeed Where Others Fail](#) by H. James Dallas.

Last month we read Part I (Chapters 1-3), which focused on setting priorities before setting a course for change, creating a core team, and deciding where to start. One of the best ways to engage others in change conversations is with questions. This lets people know they are valued and provides you with significant information you can leverage when implementing said change. It's also important to select people to surround you who have had experience leaving their comfort zone. Generally, people with that profile tend to be more "adaptable, resilient, and empathetic." Furthermore, adjusting to new cultures or boundaries can raise people's awareness of how their behavior impacts the team. Finally, understanding the type of change (incremental, transitional, conversational or transformational) you will be embarking on is important for setting expectations as well as knowing exactly where to start.

Part I in Tweets:

- Approach change leadership as a learner, not an expert
- Data is objective, interpretation is subjective
- Diversity matters
- Change leadership is not a one-size-fits-all

Favorite Quotes:

"Culture eats strategy for lunch and new ideas are the appetizers."

"Team dysfunction is a silent killer that too often doesn't

manifest itself until it's too late."

"Feel things first in your bones and heart, and then pursue them with your brain, eyes, ears, arms and legs."

If you would like to read along and share any thoughts or reactions to Part II (Chapters 4-6) for our next issue be sure to contact us!

LEARNING & DEVELOPMENT



Supervisor Development Series: Fundamentals of Supervision
Registration opening soon.



Supervisor Development Series: Leaves, FMLA & Workplace
Accommodations
TBD



Supervisor Development Series: FLSA/Time Reporting
TBD

To enroll or find more information on upcoming training, please [click here](#).



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Our Vision

All employees will be positively engaged in achieving their greatest potential while contributing to the success of the university.

Our Mission

Human Resource Services fosters an environment of integrity and collaboration through innovative solutions and communications contributing to the successful recruitment, development, and retention of university employees.