



Rest and Recovery

Rest and recovery make productive work sustainable. They are the cornerstones of good self-care and stress management. If you continue to allow fatigue, low energy, and a sense of “burnout” to be the triggers for taking personal days and vacation time, you are likely to continue feeling undue levels of stress.

On the other hand, a proactive system that places time for rest and recovery into your schedule is the foundation for gaining a sense of enhanced resiliency. Start practicing time defense now.

RECOMMENDATIONS

1. Place rest and recovery into your schedule daily. At the end of your day, read for pleasure not edification. Weekly, listen to meditation music. Explore shamanic drumming and trance music. Return to listening to the Calm app every day. Begin journaling in stream of consciousness.
2. Begin to slow down from the stress of the day at 7:15 p.m. Take a shower and imagine the needs of everyone else washing off you and down the drain.
3. Every 90 days or once a season, plan for 72 hours of recovery time. This is a complete break from work and from all digital information and devices. During these mini personal retreats, decide when you'll take your next break. Make a plan, rent the cabin, and make it impossible for you to back out when the time comes.
4. Decide when your work hours are. Stick to your work schedule.
5. Set the expectation for your team regarding your work hours and the response time they can expect from you. One way to begin setting these expectations is to create an out-of-office message that automatically delivers between 7:00 p.m. and 8:30 a.m. Use this language: “If this is an emergency, or you are not able to move forward with pressing matters without my approval, please call me directly.”