

# The Continuum Edge

RESOURCES FOR EVERYONE

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## DEEPENING WORK RELATIONSHIPS FOR IMPROVED JOB SATISFACTION

Most people come to work, do their job, and leave. They interact with coworkers just enough to get by — without recognizing the value their colleagues bring. Don't leave workplace relationships to chance. Actively build them to enhance your well-being and create a fulfilling work environment. You'll find more meaning in your job. Here's how:

**Participate** in team activities and regularly collaborate on projects.

**Seek out and participate in transparent conversations** where ideas, concerns and feedback are shared freely.

**Learn simple skills** to resolve conflicts constructively.

**Be approachable and "askable,"** which means being open, friendly and easy to talk to, so that others feel comfortable coming to you with questions or concerns.

**Offer support & show appreciation** for your co-workers' efforts and celebrate successes together.

## DANGERS OF EXCESSIVE SCREEN USE

Studies consistently link compulsive internet use to brain changes that foster addictive behaviors and impair intellectual and physical growth. Teens now average 4.8 hours online daily.

If you're a concerned parent, know that over 50 studies confirm family counseling is the most effective approach. This therapy helps establish healthier screen habits, promotes offline activities, improves family communication and supports children's mental and emotional well-being.

**Don't endure the frustration of watching your teen struggle with depression, anxiety, aggression, defiance or even bullying.** These issues are treatable but require family involvement rather than sole focus on the teen. Contact Continuum EAP for help addressing your concerns today.

Learn more: <https://greenschoolsgreenfuture.org/excessive-internet-use-disrupts-key-parts-of-the-teenage-brain>

Signs of screen addiction include...



DISINTEREST IN OTHER ACTIVITIES



WITHDRAWAL SYMPTOMS WHEN OFFLINE



USING SCREENS TO ESCAPE NEGATIVE FEELINGS

# PLAN “THINK TIME” TO DECOMPRESS



Simply pausing to think might be one of your best techniques for managing stress. On a busy day, pausing to think can help organize your thoughts, prioritize tasks and clarify goals. This may lead to better decisions while you reduce mental clutter.

*Mental clutter is the overwhelming thoughts, worries, distractions, and information that pile up in your mind and make productivity difficult.*



Just five minutes of no distractions and calm can help you prevent burnout, give you a bit of renewed energy, and let you decompress. This week, schedule some five-minute think times

throughout the day. Then, see if you experience more mental clarity, creativity and job satisfaction, along with the sense that you are more effectively managing stress.



## DON'T UNDERMINE YOUR ASSERTIVENESS

Many who want to be more assertive often undermine their attempts at assertiveness. As a result, they later feel confused about why their needs or concerns weren't taken seriously. When assertiveness is mixed with uncertainty and fear of the consequences of being too direct, you lose the effectiveness of your message and hinder your goal in communication.

Do you recognize any of these assertiveness “missteps”?

- **Hesitancy and unsureness** — “If it’s okay, and if you have time — it doesn’t have to be today — but can we discuss my performance review?”  
*Better: “I would like to discuss my performance review. When is a good time for you to meet?”*
- **Framing a question instead of a statement** — “May I offer another idea for everyone to consider?”  
*Better: “I believe we should consider an alternative approach for this project.”*
- **People pleasing or conflict avoidance** — “I have a few observations to share about the report’s conclusions.”  
*Better: “I noticed some inaccuracies in this report; let’s review them together to ensure accuracy.”*

A person may perceive the initial statements above as assertive. However, in each case, the level of assertiveness is diminished. This can trigger ineffective communication, confusion, delays in problem resolution, and a greater risk of weakening, not enhancing, your workplace relationships.

*Having trouble communicating with someone at work?*

The communication pros at Continuum EAP can help.