

Achieving work-life balance a guide for veterinary professionals



Work-life balance helps to prevent burnout and compassion fatigue. This sheet goes over some tried-and-true methods for creating more balance in your life.

1: Setting boundaries



- Create boundaries for yourself, both at work and in your personal life. Try not to think about work while you're at home, and vice-versa
- Plan time off—look at your schedule ahead of time and request time for important events or birthdays. Looking forward to breaks can help you feel more motivated
- It is ok to say “no.” Easier said than done, but even finding compromises can help
- FOMO can be real, but prioritize rest when you need it
- Plan fun activities on the weekend—having exciting things scheduled will help you enjoy your weekends to the fullest
- Create times where you fully disconnect. Set boundaries when coworkers can contact you—email, text, phone—and set expectations for response time

2: Taking back your time

- Take small breaks when you can
- Make to-do lists and schedules for errands and household chores
- Consider a Sunday reset routine (or whatever your “Sunday” is!)
- Track a week in your life and think about how you can improve time management by combining tasks or time slots
- Set your alarm a little earlier and use the extra time in the morning to situate yourself at work and allow you to leave earlier or take longer lunch
- Try to leave on time and take a full lunch at least 1x a week
- It's not always realistic to expect a perfect 9-5, but doing what you can by making small changes will help a lot to feel like you have more balance
- **Try relief work**
 - **It can help psychologically to switch up locations and settings**
 - **Gain more control over your schedule**
 - **Be able to plan breaks and long weekends**



3: Prioritizing YOU

- Remember that social media isn't real. Even those who you might be comparing yourself to are posting their most productive moments and highlight reels
- Find what works for you; scheduling-wise, routine-wise, and what boundaries help you the most
- Find a support system, both at work and at home
- Therapy is an excellent option if you need a place to talk about work, process your emotions, and learn coping mechanisms
- Set professional goals for yourself. It's nice to have things to look forward to and creating tangible goals means that you can focus on just a few at a time without becoming overwhelmed
- Think about where you want to be in 5 years, both personally and professionally. What strategies can you use to get there?
- Start journaling. Write about your day as a whole—recognize every achievement, even small ones, and write down your feelings and thoughts

