# THE ABCs of Self-Care

## Awareness

Being attuned to our emotions, needs, resources, and limits.

### Tips for Workers
- Be aware of how you react to stress. Know that everyone is different.
- Know your limits. Make changes where you can (and accept when you can’t).
- Engage in self-reflection, journaling, meditation, and other mindfulness-type activities.

### Tips for Organisations
- Understand the impact of the work and how it shapes our lives.
- Check-in regularly and be open and responsive to staff needs, concerns and ideas.
- Support staff to identify and develop their strengths and build resilience.

## Balance

Striving for balance in our work and the other areas of our lives.

### Tips for Workers
- Don’t forget the basics—exercise regularly, and eat and sleep well.
- Be realistic—learn to delegate and ask for help when you need it.
- Set limits—avoid working long hours and leave work where it belongs (at work).

### Tips for Organisations
- Promote open and respectful communication and actively involve staff in decision making.
- Monitor and adjust workloads and encourage staff to seek support when needed.
- Encourage staff to work regular hours, take breaks, and use their annual leave.

## Connection

Nurturing connection to self, to others, and to something larger.

### Tips for Workers
- Nurture relationships with co-workers, friends, family, and community.
- Seek out opportunities for learning and make time for passions and interests.
- Attend to your spiritual wellbeing, whatever that means for you.

### Tips for Organisations
- Engage staff in regular supervision, debriefing and other opportunities for reflective practice.
- Provide ongoing learning opportunities, including access to refresher training.
- Recognise contributions and achievements and encourage others to do the same.