

## WORK - LIFE BALANCE: For Your Next Job?

### Taking a decision

Should I apply for a job in the States to earn 10 percent more, or do I value my familiar surroundings and friends here in Switzerland higher? Shall I accept more responsibility (and possibly more stress) in my job, or do I want to have children with my partner? Do I appreciate independence as a core value and start my own business, or do I prefer the stable and structured situation of being employed? Facing a career transition can confront us with a lot of questions.

### Finding the right balance

A rich and fulfilled life has to be based in the right personal balance between my very diverging ambitions in life. Finding the right balance means taking decisions. It is an illusion to think that everything is possible. By choosing one option mostly you usually exclude all others. And for many taking a decision is not easy. So, often, the choice is to do more in the

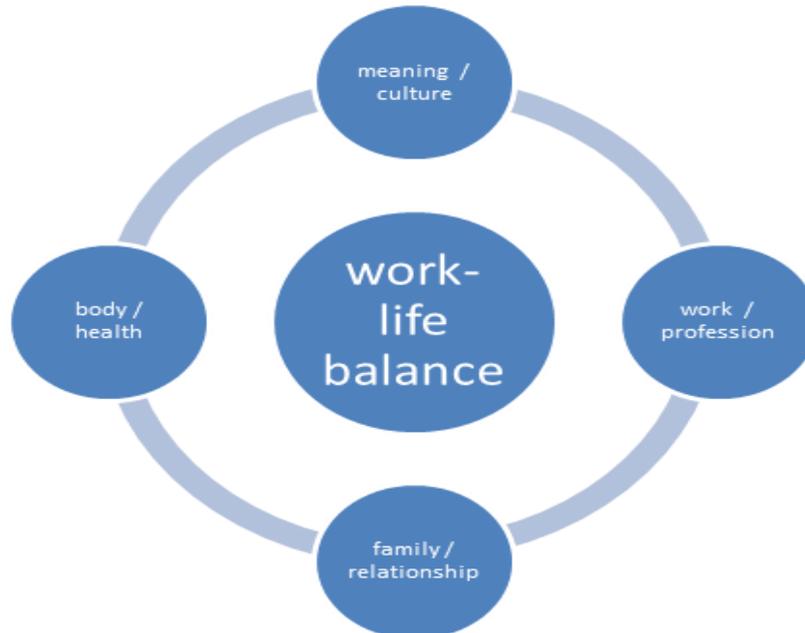
In my work life this will result in an operational hectic pace instead of a clean planning and prioritization. Without this, I am mostly running behind my time schedule, and will probably underperform. This will most probably put more pressure and stress on my daily work, and will end in a burn-out situation. And this can have a high impact on my career - a separation may be the consequence.



**MARK RICHTER**

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**WORK - LIFE BALANCE:**  
**For Your Next Job?**

The January ACF Europe Newsletter will feature an article by Bev White (Managing Director Penna Career Services, President ACF Europe, President UK Chapter ACF, Chair of Board Career Star Group)



Work-Life balance model (Nossrath Peseschkian)

To take a decision also means to know what is important for us. Otherwise we will make a resolution but in two or three days we will overthrow it for something else, because it is not anchored in a larger "work-life plan". This plan should not only focus on professional/work aspects of career planning. It has to encompass all of my ambitions. This includes a dimension „body/health“, where I have to care for my physical well-being, the dimension “family/relationship”, where I have to care for my social well-being, and the dimension “meaning/culture”, where I have to care for my mental/spiritual well-being.

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continuation

Sometimes we are too strongly focused on our work life and neglect our other needs. I will not be in possession of my full resources neither enjoy life fully if I am not in good health, am socially isolated or in a mental crisis. This will not happen if I find my right personal work-life balance.

The lack of the right balance is costing society and economy billions for health care and absenteeism. Organizations have seen this and have been offering nutrition advice, company sports and social work programs among other things. A work-life balance will not be stable over time. There will be ups and downs with the demands of work and life. But it is critical to learn how to organize oneself.

### Planning your balance

To find and keep your right balance three steps have to be observed consistently:

1. Know what is important for you
2. Plan your time and activities accordingly
3. Stick to your plan and develop it in accordance with your experiences

The first step is to reflect what is really important for you. Try to find a vision for your life and discuss it with people who are important to you. Priorities will change in different phases of your life but the importance is to reflect on them from time to time. Write them down. This gives you an anchoring point and helps you not to turn in circles.

The second step is to allocate the necessary resources to the different dimensions of your life. This means time but can also mean support or money. You can cover more than one dimension in one activity e.g. by doing sports in a team or having a healthy meal with friends.

The third step is the most important. Giving equal importance to non-professional activities can imply a change of your mind set, because, if you do not make a change you might quickly fall back in past patterns.

All three steps are important for a good result. Plan a date for checking on the results.

### Not only for career transition

In a career transition it makes sense to not only plan the professional advancement but a more holistic approach to a satisfying life. But reflection and change are possible any time. So why not start now?

With the Christmas holiday coming up this could be the time to get a new vision of your work-life balance. Maybe you can find some time between plum pudding and champagne to find a vision which will not blow up with the fireworks of New Year's Eve.

### Mark Richter

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ACF EUROPE CONFERENCE - AMSTERDAM - 21 & 22 MAY 2015

# DO NOT MISS THIS!



I amsterdam.



## IMPORTANT DATES

### ACF EUROPE CONFERENCE AMSTERDAM - MAY 2015

ACF Europe is organising the ACF Europe Conference 2015 in Amsterdam from Thursday night 21 May to Friday afternoon 22 May.

The venue will be the Double Tree by Hilton, situated in the heart of Amsterdam, next to the Central Station.

This conference will be open to Members of ACF Europe and non-members.

**Please put these dates in your diary.**

Invitations will be sent out in January.

Do not miss this event!

## ACF Europe Survey and Webinar

This week you will find the ACF Europe 2015 Survey in your mailbox!

**Please fill in this Survey** and share the findings with us during a Webinar late February 2015.



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