

achieving balance

(ə-ˈtʃiːvɪŋ bəlˈeɪns)

v. finding time for all the things in your life –
and taking care of yourself too!

Decrease the amount of items you juggle. Take some time to write down all the commitments you can think of that occupy your time. You may need to eliminate some of the items that are not really necessary for your personal growth and happiness. Which of those items could you give up and still achieve the goals in your life?



Focus on your goals. If you do not have goals in mind, it becomes difficult to tell whether you are balancing your responsibilities effectively. You need to set clear goals to determine if you are balancing your activities efficiently.

Focus. Although you may have a number of responsibilities to juggle, focus your effort on one item at a time.

Perfectionism is overrated. It is perfectly okay to accept “your personal best” over “perfect”!

Find a mentor. Find someone you trust and admire to serve as a mentor. Ask your mentor for tips on balancing activities and handling stressful situations. It is comforting to know that when life gets a bit stressful, there is someone to help you.



define yourself. get involved.

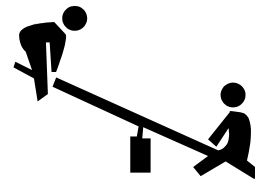


Use your time management skills. Learning and using effective time management skills will help you make the most of your time and ensure it is being spent the way you want.

Make time for the important stuff. When setting your goals, do not forget to include items related to your personal well-being, i.e., relaxation, exercise, fun. Laughing, enjoying life, and staying healthy should be priorities.

Watch yourself. Write down everything you do in a day and how much time you allot to each item. Do this for one week and you will determine if you are spending your time appropriately and in a balanced way.

Start off slow and easy. You should learn to pace yourself with regard to activities and responsibilities. Rather than starting the new school year belonging to ten organizations, start with one or two. Then, if you find you have free time and want to join another organization, do so at that time.



Take a break. Without food, rest, and human contact, you will not be able to perform at your best level. Allow yourself some time to relax!

References:
The Leader Reader. University of Illinois at Urbana-Champaign



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Office of Student Activities ★ www.getinvolved.wustl.edu

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