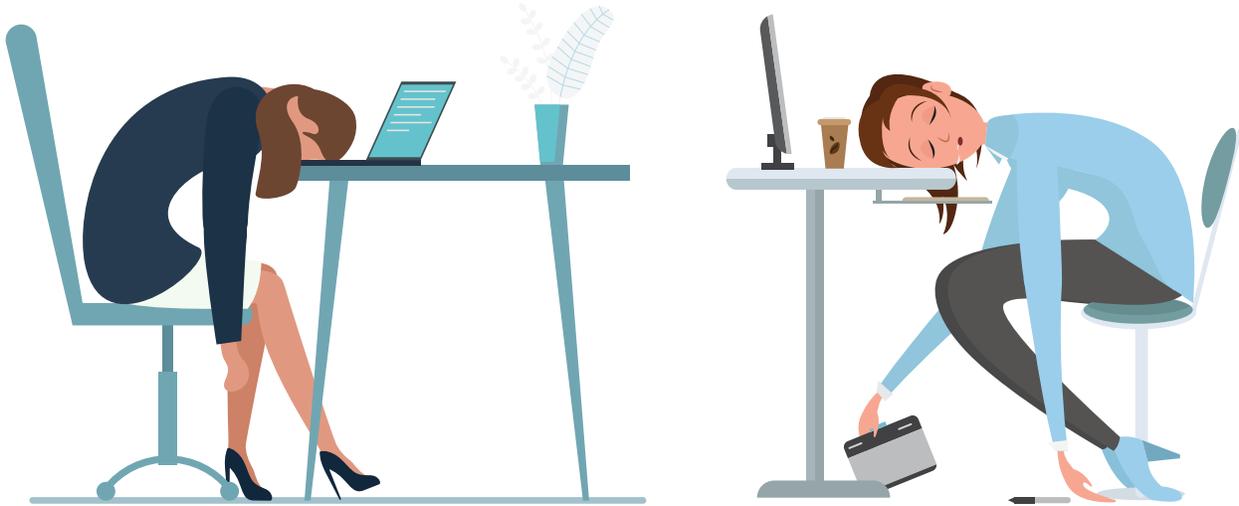


IS BURNOUT IMPACTING YOUR WORKFORCE?

CHECKLIST



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Everybody has bad days.

But when a staff member repeatedly stumbles, withdraws, or underperforms, something else is going on. It might be a personal issue—or they may be experiencing burnout in their jobs. It's not uncommon. According to a Flexjobs and Mental Health America survey, 75 percent of employees have experienced burnout at work.

Burnout happens for various reasons, including:

- A work-life imbalance
- Being asked to fulfill unrealistic expectations
- A dysfunctional workplace dynamic
- An emotionally draining profession
- Feeling out of control

Employee burnout is a serious issue impacting workers' overall wellbeing as well as the success of their organization. It's also one of the primary reasons people quit their jobs.

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Ten Signs of Employee Burnout: CHECKLIST

If some of your team members aren't working up to their potential, use this checklist to assess your staff. Is anyone chronically exhibiting one or more of the following symptoms of job burnout?

- 1. Emotional, mental, and physical exhaustion**
Example: employees who repeatedly talk about sleep issues, act with no energy, or appear tired most days.

- 2. Disengagement**
Example: Employees who've lost interest in things, participate less in meetings, avoid new projects, or fail to return phone calls or emails.

- 3. Increased absenteeism**
Example: Employees who take multiple sick days, leave early often, or are chronically late.

- 4. Isolation**
Example: Employees who have started to keep to themselves and don't engage in team activities.

- 5. Higher sensitivity to feedback**
Example: Employees who are increasingly defensive, angry, or gloomy.

- 6. Physical symptoms**
Example: Employees who often experience panic attacks, nausea, headaches, or changes in appetite.

- 7. Decreased productivity**
Example: Employees who frequently procrastinate, turn things in late, work too slowly, or make multiple mistakes.

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- 8. Cynicism**
Example: Employees who complain about, deride, or use dark humor to depict their jobs.

- 9. Impatience and irritability**
Example: Employees who are often short-tempered and difficult to work with.

- 10. Indecisiveness and immobility**
Example: Employees who forget deadlines and fail to move ahead with projects.

Employee burnout is more than needing a temporary break from work or feeling worn down by an intense project. It's a state of constant job stress that causes exhaustion, frustration, and a defeatist attitude that adversely affects someone's personal and work life. But burnout doesn't happen overnight. It develops slowly, which gives organizations time to watch for and quickly address the warning signs.

Leaders can't control outside factors that can have a negative effect on an employee's performance and attitude at work. But they can help prevent job-induced burnout by developing and continuously reinforcing a supportive and motivating workplace culture. And people who benefit from belonging to a great work environment are often better equipped to deal with stress they're experiencing elsewhere.

A well-designed workplace culture helps employees maximize their potential while preserving their wellbeing. **Contact** a CultureWise specialist to learn how to leverage your culture to prevent burnout and energize, empower, and encourage your staff.



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