

Leader Talking Points: Managing Anxiety

- Anxiety is a normal human experience; however, when anxiety goes on for too long, is uncontrolled, or is severe, it can become a significant health issue.
- Anxiety is the most common mental health problem worldwide.
- Five things you can do to help better manage your anxiety include:
 1. **Build your self-awareness.** When we're able to predict the situations that drive our anxiety and recognize the signs and symptoms of our anxiety, we're better prepared to manage it whenever it happens.
 2. **Be aware of a fixed mindset.** Some of us really struggle with change or when things don't go the way we expect. The more you can "go with the flow" and learn to tolerate change, the less anxious you will feel. Practice this skill by taking on new, challenging assignments (e.g., volunteer to lead your next team presentation) or purposefully putting yourself into unfamiliar environments (e.g., attend a networking event where you don't know anyone).
 3. **Take control of your body.** Anxiety elevates us—our heart rate, our breathing, and our minds. Take slow, deep breaths and exercise regularly to help calm and control your body's response to anxiety.
 4. **Be aware of your self-talk.** When we become anxious, we tend to become very rigid in our thinking and very negative. Next time you feel anxious, check your thinking and make sure you're being flexible and encouraging of yourself.
 5. **Sit with your anxiety.** Anxiety is normal; it comes and it goes. Even more severe anxiety, like panic attacks, will eventually subside. When anxiety happens, be good to yourself, sit with it, and know that it will pass.
- If you are struggling with anxiety, consider contacting the **Caterpillar Employee Assistance Program (EAP)**. The EAP is a free, voluntary, and completely confidential service provided to employees and their eligible family members to help meet many challenges at home and work. To learn more, call **+1-866-CAT(228)-0565** or visit CaterpillarEAP.com.
- Find more tips and resources on Managing Anxiety at TotalHealth.cat.com.