

A close-up photograph of a small, vibrant green seedling with several thin, upright leaves. The seedling is growing out of a narrow, vertical crack in a surface of fine, grey sand. The background is a soft-focus expanse of the same sand, with a slight gradient from light to dark. The overall mood is one of resilience and growth.

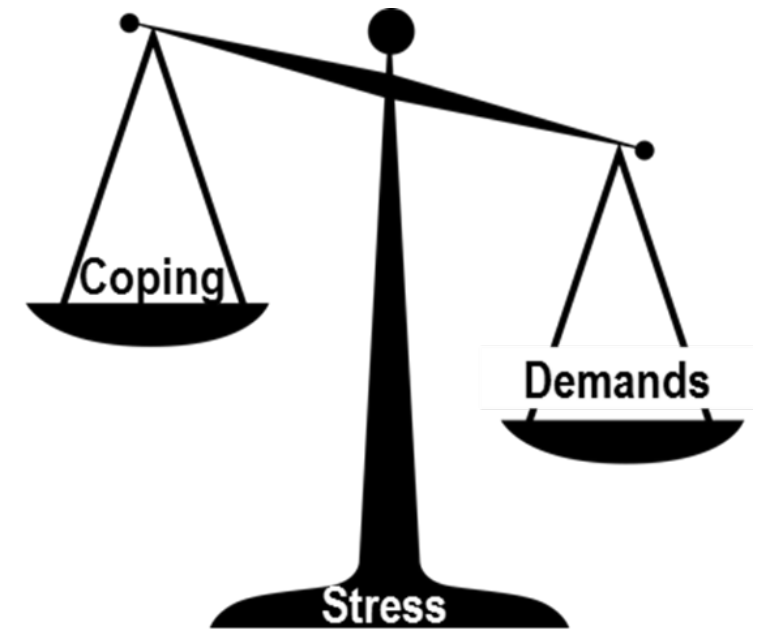
13 Habits of Highly Resilient People

Stress and Burnout

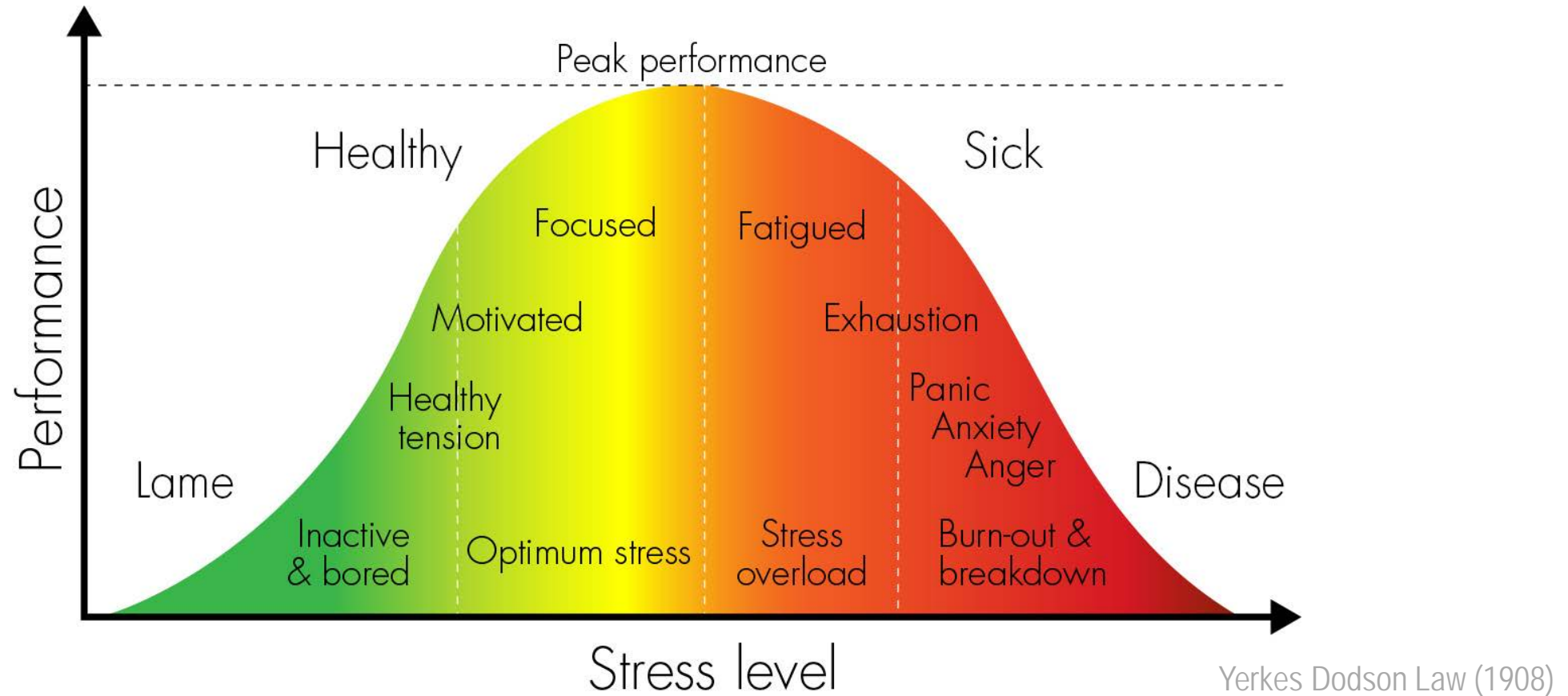
Stress is a natural response to any demand, positive or negative, placed upon an individual...

...becoming problematic when there is an imbalance between our coping skills and the demands of the environment.

Burnout is a term often used to describe the symptoms we experience after periods of prolonged, unmanaged stress.

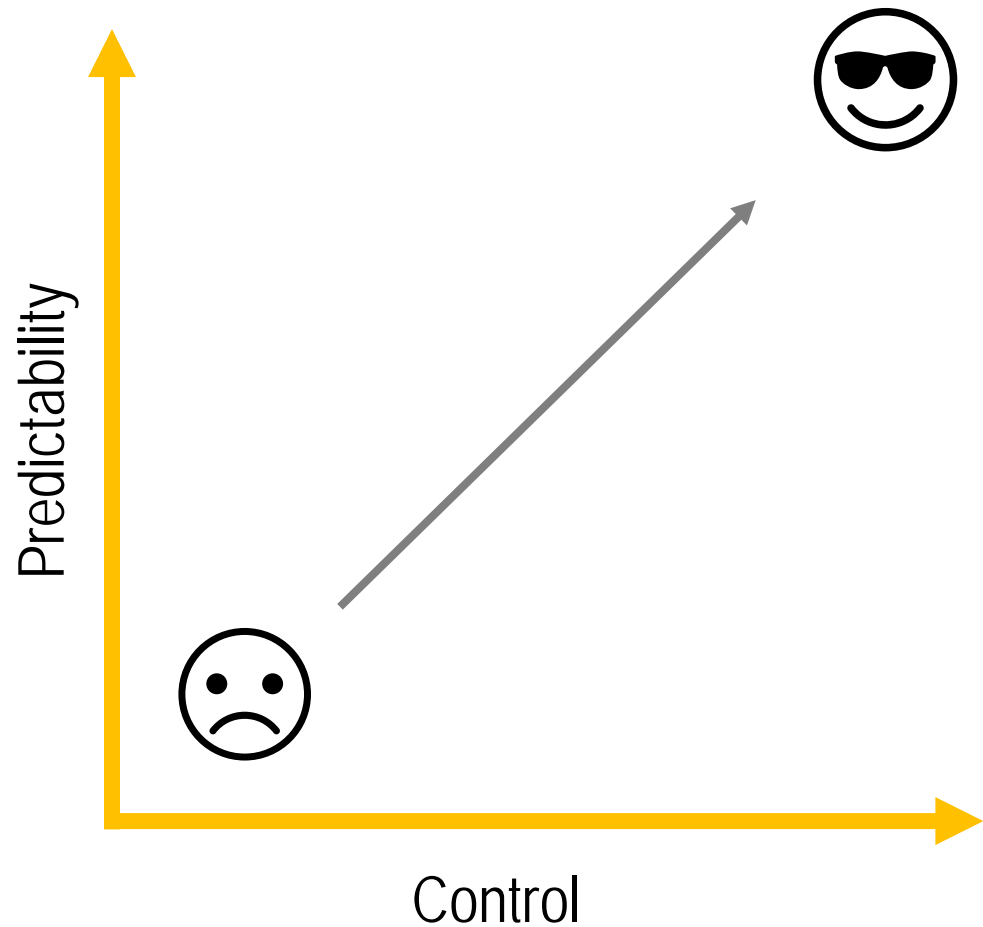


Some stress is good. Moderate stress helps improve our performance. Not enough stress can leave us bored. Too much uncontrolled stress over time can lead to burnout.



The more we can predict about the future, and the more we can control, the less stress we typically experience.

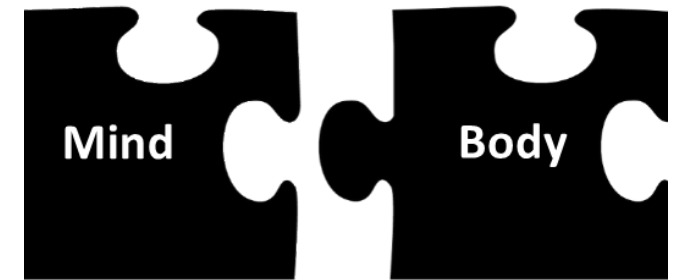
Unfortunately, life is full of unpredictability and things outside of our control. So building hardiness and resilience to help cope with stress is important to our Total Health.



The "3 R" Approach

To addressing stress, burnout and building resilience

1. **Recognize** – Identify the signs of distress and burnout
2. **Reverse** – Undo the damage by seeking support and managing stress
3. **Resilience** – Build your hardiness and resilience



Even routine daily challenges can take a toll on our health over time, if we choose not to build resilience.

Hardiness is a protective or preventive factor against stress—how resistant you are to the emotional and physical impact of adverse events. It's predictive of *resilience*.

3 Cs of Hardiness



Challenge

Seeing change as an exciting opportunity for growth.



Control

A sense of purpose and self-efficacy. Confidence you can influence outcomes in your life.



Commitment

View life as interesting, full of challenges to overcome.

Resilience

is the ability—a set of skills—that allow us to effectively cope with, rebound from, and even learn from daily stressors, both large and small.



“ We tend to practice stress management and focus on resilience during the worst of times. The fundamentals of resilience should be embedded in our lifestyle and promote personal growth. ”

- Suzy Clausen

The Fundamentals of Resilience



Healthy Behaviors

...like time management, work-life balance, hobbies, volunteering and taking on new challenges



Healthy Body

Healthy diet, physical activity, good sleep habits, limiting substance use and regular well-being check-ups



Stay Connected

Right-size social interactions and having at least 1-2 people who offer regular support; avoid isolation and social withdrawal during stressful times



Practice Mindfulness

Understand your motivation and purpose for work. Slow your body down by practicing relaxation and mindfulness



Positive Outlook

Healthy, rational interpretations of the world around us; avoid rigid, inflexible thinking

13 Habits of Highly Resilient People...

Highly Resilient People...

1. Develop habits and routine

They make schedules and stick to them. Routines and habits reduce the energy needed to make many micro decisions each day and help increase a sense of predictability and control.

Highly Resilient People...

2. Make time for hobbies and leisure activities

They look forward to time off. They have things they enjoy doing that are meaningful and produce a sense satisfaction and reward. Resilient people give back by volunteering and helping others.

Highly Resilient People...

3. Set limits

They set good boundaries with their time, work and the people in their lives. They recognize when “enough is enough.” Resilient people balance demands with activities that are restorative and “recharge their batteries.”

Highly Resilient People...

4. Find the heaviest thing they can lift and carry it

They see life as full of new challenges and opportunities. When none are immediately apparent, they seek opportunities for new challenges. No one gets stronger by avoiding challenges and dodging stress. New challenges stimulate our minds and create the reward of accomplishment. Resilient people are confident in their ability to influence life's outcomes and seek opportunities to challenge themselves.

Highly Resilient People...

5. Know that when they find themselves in a hole, stop digging

They avoid impulsive behaviors like overspending, overeating, excessive gambling, substance abuse or high risk behaviors—particularly during times of stress. They recognize that life generates stress and we should avoid adding to it by making self-destructive choices.

Highly Resilient People...

6. Take care of their bodies

They recognize that we aren't as good at doing anything if we don't have good physical health. They eat well and maintain a healthy body weight, knowing that unhealthy food can impact our energy levels, ability to thinking sharply, sleep, mood and weight. Resilient people prioritize their physical health.

Highly Resilient People...

7. Get moving

They build exercise into their daily routine. Even small amounts of physical activity can go a long way to impact how we feel physically and emotionally.

Highly Resilient People...

8. Have healthcare providers in their corner

They have a primary care provider and seek regular check-ups to monitor health risks and help prevent or manage chronic illnesses.

Highly Resilient People...

9. Develop high EQ

They are highly self-aware, empathetic and understand how their actions impact those around them. They know who “pushes their buttons” and why they might push others’. They use their awareness of themselves and others to adjust their behaviors. Resilient people develop the skills needed to build and maintain healthy relationships.

Highly Resilient People...

10. Are connected

They keep people close. Even one or two close relationships is enough (and social media doesn't count). Resilient people run toward others during times of stress. They avoid isolation and loneliness. They resolve interpersonal conflicts so relationships build their resilience rather than drain it.

Highly Resilient People...

11. Know their purpose

They have a keen sense of why they get out of bed everyday. They know their purpose and what motivates them at home, work and with others. During times of stress, they are able to keep perspective by focusing on why they choose to do the things they do.

Highly Resilient People...

12. Practice mindfulness

They are able to slow their thoughts and their body. They pay attention to their thoughts and do not judge themselves too harshly. Resilient people can become “centered,” even during times of stress, by employing relaxation and mindfulness skills. They practice these skills often, even if its just 60 seconds before a meeting or returning a call.

Highly Resilient People...

13. Avoid “stinking thinking”

As Shakespeare wrote, “there is nothing either good or bad, but thinking makes it so.” Resilient people recognize that our perception of the events in our world influence our emotional and physical reactions. They avoid rigid, absolute, and black-and-white thinking. They avoid perfectionism, entitlement thinking, and catastrophizing. They focus on the here-and-now and avoid obsessing over the future or the past.

Resilient people recognize when their thinking is problematic and make corrections.

For more resources on Resilience, visit:

EAP.cat.com > EAP Learning and Development

Resilience Self-Assessment

Resilience is the ability bounce back from difficulty, to navigate challenges. Resilience develops naturally through connections to others, balanced self-care, and a positive outlook.

Rank yourself on the items below, using the scale below. In the past year, how often has this state occurred?

1 = Never or Rarely 2 = Sometimes 3 = Often

I am close to at least one person, whom I trust and will seek for support when I contribute to the wellbeing of others.

I exercise aerobically 3+ days per week, sleep enough to have energy the next day, spend at least an hour a day outdoors, and eat a balanced and wholesome diet including 5+ servings of fruits and vegetables.

I participate in at least one practice to quiet my mind and body 4+ days per week. (Examples: Meditation, deep breathing, yoga, prayer, journaling)

When I am going through a difficult time, I consider multiple options as well as multiple options for responding to it.

I trust myself, my intuition, and my abilities.

I seek and enjoy new and unfamiliar experiences.

I approach every challenge as though I can work through it.

I notice the world around me, and I can often anticipate opportunities for growth because of what I notice.

I have faced difficult challenges before and found healthy ways to work through them.

When challenges arise, I face them and I do not deny them. I do not use alcohol or other drugs to avoid or cope with them.

I engage in one or more activities that focus my attention and that deeply satisfy me.

I keep perspective on my challenges by considering them in context. (Examples: Looking beyond my challenges to consider resources, opportunities, and privilege. Considering the challenges that others face. Considering the humor and absurdities. Looking for what I can learn from past challenges.)

Total health
Caterpillar: Confidential Green

Resilience Action Plan

Recognize
Identify the signs of stress and burnout

Reverse and Resilience
Develop a plan to reverse the signs and build resilience

Mind

- Feeling down, depressed or "blue"
- Feeling anxious or that you can't relax
- Increasingly cynical and negative outlook
- Exaggerating things. Doom and gloom thinking. Expecting the worst.
- Loss of interest in things you used to enjoy
- Problems with memory and concentration
- Loss of motivation and purpose
- Feeling helpless, trapped or defeated. Sense of failure and self-doubt.

Body

- Sleeping too much or too little
- Loss of energy, tired, fatigue
- Reduced physical activity and exercise
- Appetite changes-eating too much or too little, or the wrong things
- Unexplained aches and pains

Behavior

- Lower productivity at home or work
- Procrastination or indecisiveness
- Skipping work, coming in late, leaving early
- Avoiding new opportunities and challenges
- Investing excessive energy in something at home or work without feeling satisfied or accomplished
- Addictive or compulsive behavior: drinking, substance use, overeating, over spending, gambling

Relationships

- Conflicts with others at home or work
- Withdrawing from others. Feeling lonely.
- Avoiding social obligations or meetings
- Being highly self-critical or critical of others
- Feeling resentful toward obligation at home, work or with others

Healthy Behaviors

1. _____
2. _____
3. _____

Stay Connected

1. _____
2. _____
3. _____

Positive Outlook

1. _____
2. _____
3. _____

Healthy Body

1. _____
2. _____
3. _____

Physical Wellness

1. _____
2. _____
3. _____

CATERPILLAR®