

HOW TO STOP STRESS IN ITS TRACKS



1

KNOW THE SYMPTOMS

Stress is your body's way of responding to any kind of demand or threat.

List your own symptoms that may relate to stress.

- Tension & irritability
- Fear & anxiety
- Sleep problems
- Loss of appetite
- Trouble concentrating
- Stomach problems
- Anger & confusion
- Headaches & body aches



2

LEARN YOUR TRIGGERS

A number of factors can cause stress. Learning what's stressful to you can help reduce your daily discomfort.

List your own workplace stressors.

- Increased workload
- Project deadlines
- Settling into a new position
- Conflict with coworkers
- Change of management
- Financial issues
- Personal matters interfering with work



3

SHRINK YOUR STRESS

Exercises and healthy habits can help you reduce tension and relax.

Discover which stress-relievers work best for you.

RELAX & RELEASE

- Breathe in, then out for 10 full seconds.
- Release your muscles as you breathe.
- Focus your breathing on a simple word or phrase.

GET PHYSICAL

- Stretch your arms, legs and neck.
- Write down 3 things that make you smile.
- Take a walk outside or around your work area.

STAY PRESENT

- Grab lunch or chat with a coworker.
- Leave work at the workplace.
- Catch up with family and friends after work.
- Spend time with your pet.

EMPLOYEE ASSISTANCE PROGRAM

Is your stress overwhelming? Is daily life becoming difficult?

Contact the NYC Employee Assistance Program (EAP) to receive the confidential support, counseling and resources that EAP offers City employees and their families.

NYC EAP
250 Broadway, 28th Floor
New York, NY 10007

Call (212) 306-7660
or
e-mail eap@olr.nyc.gov

nyc.gov/eap

For resources and programs to help you lead a healthy lifestyle, visit
nyc.gov/workwellnyc