

The Importance of Mental Health in the Work Place



The demands of the job in the American workforce are unlike any other in the world. For salaried employees this is especially true. Long hours, weekends and constantly being available are the norm. The truth is that most of us are “at work” even when we’re not at work. In order to function at full capacity, it’s vitally important that you are healthy not just physically but mentally as well. While employers have increasingly made physical well-being a top priority through initiatives like step programs and on-site gyms, not enough is being done to ensure mental and emotional well-being for employees. In order to reach your maximum potential, it’s paramount that mental and emotional well-being are a top priority. Identifying needs and having the appropriate resources available is crucial to the success of you, your team and the entire organization.

Recognizing and Identifying a Problem

Some [44 million Americans](#) suffer from a mental health condition. Though sometimes tricky, identifying mental health concerns upfront is integral for not only your ability to do your job, but your overall well-being. Symptoms of poor mental health can be subtle, but knowing what to look for upfront goes a long way. If you notice yourself being withdrawn, complacent, having an inability to focus or seem unmotivated, there is a good chance that something extraneous is affecting your performance.

Addressing Mental and Emotional Health

If you've identified symptoms and suspect that you might not be in a healthy mental or emotional state, it's something that certainly needs to be addressed. Finding a safe and confidential space to have a one-on-one conversation with someone you trust is the first step. When the time is right, schedule a meeting with your manager or supervisor to have a conversation. Communicating your concerns will not only lift a weight off your shoulders, but allow you to collaborate and plan a healthy course of action.

Caring for Mental and Emotional Health

In order to lead a productive and fruitful existence both at and away from the workplace, it's imperative that you take care of yourself.

1. Journaling

We all have days that are better than others. Sometimes the roller coaster of work and life can seem overwhelming. Setting aside a few minutes each day to simply write your thoughts down can go a long way in putting your mind at ease. Even if it is for five or 10 minutes before bed, putting your thoughts on paper not only provides an immediate outlet, but creates room for reflection down the road when times are difficult. It can provide a window into how far you've come in recent months, or highlight an area that maybe you haven't fully addressed and remind you there may still be some work to do.

2. Practice Gratitude

It's all too easy for us to focus on everything we don't have. Maybe your colleague got the promotion, was awarded that dream trip for sales performance or bought a new car. We find ourselves feeling jealous, inadequate and wondering why it wasn't us that was rewarded for our hard work. Comparing ourselves to others does little good. Instead, make it a point to recognize all that you have to be thankful for and write it down. Much like journaling, making a short list of people and things you are thankful for helps you focus and stay centered.

3. Exercise

Too many of us find ourselves stuck at our desk staring at a computer screen for countless hours every day. This is not only detrimental to our physical well-being, but our mental and emotional well-being as well. When we are physically active, our brain **releases endorphins** which improve our mood and increase our productivity. Even if it's simply going for a short walk at lunch, making exercise a part of your routine is essential for maintaining a positive frame of mind.

4. Get Enough Sleep

Getting enough sleep is important for your overall health. Continual sleep deprivation is proven to cause anxiety, depression and a host of other problems. Making sure that you get to bed on time and sleep soundly for seven to nine hours is directly linked to happiness and productivity. If you have problems sleeping, consult with your doctor to see what options you might have, and check with your employer to see what health resources are available to address the problem.

5. Be in Nature

We all long to be outside as much as possible. Wouldn't it be great to take that two week-long camping trip at a moment's notice? Unfortunately, for most of us that is simply not realistic. However, finding ways to spend even a little time outside on a regular basis is proven to increase self-esteem, stave off depression and increase creativity. Even if it's going for a short walk or making time to work in your yard or garden, being in nature can go a long way in caring for your mental health.

Meditation

Even though it sounds a bit goofy, the benefits of meditation are countless. From promoting sleep to improving memory, meditation plays a key part in helping you be at our best. Though it can be done at any time, setting aside just ten minutes to meditate in the morning or evening is enough to improve your state of mind. With so many types of meditation available, there is sure to be one that works for you.

The fact remains that most of us are going to spend a large part of our lives working. In order to be at your best, self-care is essential to the process. While physical health is highly important for us to do our jobs, mental and emotional

well-being must be looked after as well. By taking even a few small measures to look after yourself in this regard, you're sure to perform at your potential and further enjoy the process.

Best Methods for Reducing Stress at Work



For most Americans, work-related stress is a part of daily reality. Whether stress is caused by looming deadlines, a toxic work environment or unrealistic expectations, it affects us both in and out of the workplace. We carry stress with us when we go home and if not managed, it can lead to insomnia, depression, addiction and a host of other health problems.

Unfortunately, stress is not likely to go away anytime soon. The good news is that it can be managed for our sake and the sake of those around us.

Start Your Day off Right

If you're like millions of Americans, the first thing you do when you wake up is grab your phone and start looking at email. This habit is sure to start your day out with unneeded stress. You'll likely be short with your spouse and kids before you head out the door. Then you'll end up with road rage in traffic. By the time you get to work you'll have already set yourself up for a day of continued stress.

To help start your day off right, take the time necessary to eat a nutritious breakfast, make time for a few minutes of physical activity and don't look at your phone. Taking just a few small steps in the morning will likely diminish the stress you feel at work throughout the day.

Stay Organized

Have you ever noticed who has the messiest desk in the office? This person is the poster child for stress in the workplace. They always seem to be in a hurry, may forget important tasks and are on edge.

Clutter is a major trigger of stress. A good habit to get into is making sure everything is properly organized when you leave work. That way when you arrive in the morning, you won't have to spend precious time searching for a spreadsheet you need first thing.

Make Sure You're Comfortable

Most workers spend all day seated at their desk behind a computer screen. Sitting for extended periods of time can lead to poor posture, bad circulation, back pain and undue stress. Though you may not notice stress being uncomfortable in the moment, you'll likely be more easily agitated throughout the day. The use of ergonomic furniture like a standing desk or elevated keyboard can work wonders to improve health and reduce stress.

Get Up and Move Around at Lunch

Lunch hour exists for a reason. Sadly, too many people spend their lunch eating at their desk continuing to work. Even if this is the only major break you take during the day, it's important to clear your mind. Many workplaces have monthly step goals and will make time at lunch for employees to leave the office and get some light physical exercise. Participating in a program like this not only relieves stress but boosts morale and collegiality.

Stay Away from Office Gossip

There's one person in every workplace who loves to talk about everyone else's business. While it's easy to get sucked in and might feel good to be in the know, gossip and rumors have a way of causing unnecessary conflict and drama that stresses everyone out. Always act professionally and courteous but keep these people at a distance. Doing so will alleviate stress and allow you to stay focused on what's important.

Time Block

Remember that guy with the messy desk? It's a disaster for a reason. He immediately reacts to whatever comes his way often leaving tasks unfinished. By the end of the day, he's started plenty of things but finished very few.

Setting aside blocks of time for specific tasks will allow you maintain focus, be more efficient throughout day and reduce stress.

Stress is here to stay. You're going to experience bad days, weeks and maybe even months. Some things are simply out of your control. You do have a choice in how you manage that stress though. Implementing even just a few healthy habits will surely reduce the amount of stress you feel and will likely lead to better health, increased productivity and a happier you.

The Importance of Employee Happiness for Retainment



All employees are aware of the struggle to find quality jobs. However, many employers do not understand how difficult it can be to build a top-notch team. The job market is tight for both parties. If you are leading employees, it is important to keep them happy so they do not move on to another company.

Many leaders do not treat [employee happiness](#) as important as they should. According to an [Aflac Employee Happiness](#) report, 36% of business leaders treat employee happiness as somewhat important and 55% of business leaders treat employee happiness as very important. I bet the 55% of business leaders that prioritize employee happiness have a much higher retention rate! If you want to grow your company, it is important that you make employee happiness a priority.

The methods outlined in this article can help you build a company culture with highly satisfied employees.

Offer Benefits

It's no secret that health insurance is expensive. Nevertheless, accidents happen and we all need coverage. A benefits package, including dental, health, and retirements, is incentive to attract and retain employees. Paying insurance out of pocket can cost hundreds of dollars every month - thousands with a family. By providing benefits you are investing in your employees. They will feel more secure and appreciated.

Benefits can be tax deductible for employers. Speak with an experienced CPA to write-off as much as possible.

Provide Opportunity for Promotions

Nobody wants to get stagnant in their career. When your employees see no opportunity for advancement, they are more likely to look for a new job. If you do not have a new position open, allow your employees to tackle creative, challenging projects. Their hard work could earn a bonus or promotion when a position opens.

Take an Interest in Your Employees

Most office workers spend 40+ hours together every week. For many of us, we spend more time with our coworkers than anyone else. Get to know your employees.

How is your family? What are you doing for the holidays? Did you catch that sports game?

If you care, your employees will care.

Provide Continued Education

Job industries are always changing. This is often due to technology or regulation changes. It's important to stay informed to be a top performing employee.

[Continued education](#) can help employees stay aware of trends, news, technology, and discoveries that alters their performance. Provide your employees with training. They will be happier when they are doing a good job and not learning an important advancement a year after the change occurred.

Tools for Continued Education

- Webinars
- Conferences
- Online Classes

If you have a low retention rate, it is important to analyze whether you have made employee happiness a priority. If not, it is time to start. I am a [Specialty Quality and Regulatory Recruiter](#) that can help you build your team. Contact me, Jeff

King, at jking@rqfocus.com or (541) 639-3501.

Why Focusing On Being Likeable Can Sabotage Our Work



Work is a social environment. Our coworkers can be the people that we socialize with the most. In this situation, it is natural to want to feel liked. However, you can sabotage your work by trying too hard to be accepted.

You may put yourself at risk in some of the ways outlined in this article:

We Develop Unrealistic Expectations

Not everyone is going to like us. That is impossible. If you think so, you are going to be disappointed and stressed at work. Rather than focusing on your coworker's approval, strengthen your relationship as a team.

Solution:

There are more productive ways of building a friendship than small talk at the water cooler. Nurture meaningful relationships that helps reach company goals. Working together as a team can promote positivity that builds strong relationships. There might be a company goal that has been pushed to the side for the past year. Communicate with others in your team with numerous skill sets to

complete the project. Besides, people tend to like people they work well with and can get things accomplished to make themselves and the team look good.

You Become Over Critical

We are our own worst critics. If we are constantly comparing ourselves to others it is easy to think that we are not smart, fast, or strategic enough. Self-criticism often occurs if you are focusing on being liked.

Solution:

Everyone has a unique skill set. What is yours?

Now, set boundaries according to your job description. You do not have to do favors for co-workers just to earn approval. This does not mean that you will not have to do hard work or can't be flexible. The difference is compromising your needs to do someone else's job, which earns you approval, but may derail your own work. Go above and beyond in your own position.

We Dread Work

You may have landed your dream job. The salary is enough to support your family and vacation, and the commute is only a few minutes from your house. This is the job that you have been waiting for!

However, any job can be ruined if your energy is focused on being liked. We become uncomfortable around our coworkers and experience social anxiety.

Solution:

Focus on collaboration instead of being liked. Collaboration empowers us to solve work issues together. If you focus on being liked, you will probably feel alone and dissatisfied. To accomplish collaboration, you must have an openness to learning. If you collaborate successfully, you may be able to solve more work issues and end up being more liked in the process.

If you need help building a company with a healthy company culture, contact me, Jeff King at jking@rqfocus.com. I am a life sciences recruiter in the Bay Area.

Healthy Habits to Stay Energized as We Transition Into Fall



When the days get shorter, it can be more difficult to find motivation to get our work done. Without the sun, we easily fatigue. This is a problem when you have work to accomplish! An experienced professional knows that business never pauses. Since we can't wait until next summer to get our work done, it's important to build healthy habits that keep us productive in the colder months. The following are tips to feel energized, productive, and happy in fall.

Get Your Vitamin D

Vitamin D is the essential vitamin in the sun that boosts your mood and energy. During the summer, obtaining enough vitamin D is usually not a problem. It can be more difficult as the days get shorter and colder.

There are two easy ways to obtain vitamin D. The first is light therapy boxes or sun lamps. This works particularly well for people with office jobs that do not experience natural light during the cold winter days. According to [BerkleyWellness](#), fluorescent sunlamp produces high-intensity ultraviolet-B (UVB) rays that trigger vitamin D production in the skin.

Secondly, you can consume vitamin D through a capsule. This can be cheaper than the initial investment for a good sun lamp.

Exercise During Lunch

With cold weather, often comes the lack of motivation to workout. Our morning run is more difficult when it is 35 degrees F outside! However, exercise is necessary for your body to receive year-round.

Many gyms offer 30-minute classes at noon. Try to fit the class into your lunch break. HIIT classes are very popular for full body interval training. You could also dress warm and go on a walk during lunch.

Get up and move. Your mind and body will thank you.

Eat Healthy Foods

Just because summer is over, does not mean your diet should suffer the consequences!

Sure, peaches are non-existent and avocados are a dollar more expensive. However, there are seasonal vegetables that can still give you the nutrients that you need to stay energized through your work day.

The [Produce for Better Health Foundation](#) released a seasonal produce list for September, October, and November. The following are some of the most common items. Learn more on their [website](#).

Fall Produce

- Acorn Squash
- Asian Pear
- Broccoli
- Butter Lettuce
- Brussel Sprouts
- Cauliflower
- Endive
- Garlic
- Ginger
- Grapes
- Guava

- Pumpkin
- Pomegranate
- Sweet Potato
- Swiss Chard
- Turnips

Ergonomic Furniture

When we are sitting at a desk for hours, maintaining good posture can be difficult to accomplish. We might not even notice that we are hunched over our computers. That's when ergonomic furniture comes in handy.

What is ergonomic furniture?

We most commonly recognize ergonomic furniture as stand up desks. The furniture allows us to stand comfortably as we work at our computers. In doing so, we are able to obtain 30% more oxygen that energizes our body.

Now, ergonomic furniture has become more advanced. Relax the Back has a number of ergonomic office products to help you keep a healthy body, including;

- Footrests
- Stand up desks
- Lumbar support

Motivation and productivity is a challenge for many workers in the winter. It is important to be prepared this fall. Keep your body active and healthy to accomplish your goals throughout the winter. Your business will not pause until next summer!

I am a [life sciences recruiter in the Bay Area](#). I help employers and job seekers in the [pharmaceutical, biotech, and medical device industries](#). Contact me, Jeff King, for more information

5 Health Effects of Sleep Deprivation



Sleep - we know that we need it but between work and life, getting enough hours can seem impossible. However, it's essential to make time for seven to eight hours of sleep per night. Sleep deprivation can lead to serious mental and physical health problems that impacts your work performance.

If you are a business leader, you may find that you need to hire another employee to get the sleep that you need (that's where a specialist like me can help you find someone to help you sleep better and not lose even more sleep).

Not convinced? Learn how sleep deprivation could impact your mental and physical health:

Memory

Without adequate sleep, your body has trouble absorbing information. If you are sleep deprived at work, you could forget to complete daily tasks, phone calls, or even show up to meetings. Forgetting can severely hurt your job performance. In the worse scenarios, forgetfulness leads to losing your job.

According to WebMD, there are three stages of memory:

- Acquisition — learning or experiencing something new
- Consolidation — the memory becomes stable in the brain

- Recall — having the ability to access the memory in the future

Acquisition and recall occur while you are awake. However, consolidation requires sleep. If you do not get the sleep you need, your brain will have a hard time absorbing new information. That means, double the work or training time.

Moodiness

After a sleepless night, you may notice yourself irritable and moody. Not only does this create a bad day but can be annoying for everyone around you.

University of Pennsylvania researchers found that subjects who were limited to only 4.5 hours of sleep a night for one week reported feeling more stressed, angry, sad, and mentally exhausted. When the subjects resumed normal sleep, they reported a dramatic improvement in mood.

High Blood Pressure

Sleeping seven to eight hours a week may treat high blood pressure.

Sound too good to be true?

It's actually pretty simple.

Sleep helps regulate your stress hormones. Lack of sleep could decrease your body's ability to regulate stress hormones which leads to high blood pressure.

Make sure you receive adequate sleep if you experience high blood pressure. Missing sleep could make your blood pressure difficult to manage.

Weight Gain

Do you ever notice that you want to snack when you are tired? Your brain is looking for food for energy. Unfortunately, no almonds, chips, or vanilla latte will make up for a bad night's sleep.

Sleep deprivation can cause increased levels of a hunger hormone called ghrelin

and decreased levels of the satiety/fullness hormone called leptin, which could lead to overeating and weight gain.

Poor Balance

Lack of sleep can impact your coordination. This can lead to workplace trips and falls. It's important to get enough sleep for any office setting.

Taking care of yourself is important to all aspects of your life. Make time for sleep and, at work, make sure you have a team you can rely on to meet your goals to reduce your stress. I can't do much to help you with your sleep, but I can do a lot to help you build a great team.

The Importance of Asking Questions at Work



Asking questions can be the simplest and most effective ways of learning. Innovators, brilliant minds, and curious thinkers ask questions. If you are not asking questions, you could be missing out on opportunities.

As a business leader, information is imperative. You need to understand what your employees and clients need, as well as where your organization can improve.

Not convinced? Learn why asking questions can be imperative in the workplace:

Questions Encourage Creative Thinking

An innovative company is always coming up with new ideas. Brainstorming sessions are a productive method to inspiring new ideas. Questions can create the creative thinking that you need for a great brainstorming session. Open-ended questions are some of the most efficient, such as;

- I wonder if/why...
- What would happen if...
- In what ways can we...

Questions Create Reflection

There are periods where we all just focus on getting the job done. However, if those periods turn into years, we can lose the spark that makes us creative leaders. Constantly ask yourself questions, such as;

- Why are you in business?
- What is your favorite part of your job?
- How did you create change this year?

Questions Start Change

It's easy to get stuck in a rut. During those periods, we know that we need to make changes but we can't find where to make it work. Your questions could open a new way of thinking that keeps your company innovative.

Now that you know why to ask questions, it's important to recognize how to ask. You don't want your important question to go unnoticed.

- Watch your tone by keeping it casual.
- Use follow-up questions by focusing on listening.
- If you are looking for information, start with the tough questions. If you want to build relationships, start with the easy questions.

- Keep the questions open-ended.
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6 Reasons You Could Be Tired at Work and How to Boost Your Energy



The mid-day slump is a problem for thousands of office workers. You can treat your fatigue with energy drinks. However, energy drinks are only a temporary fix.

This article will address common reasons that you could be fatigued. Reflect on whether these habits have become part of your lifestyle. If you have high energy, you will be able to perform better, deal with stress better, and be happier at work.

Smoking

Thousands of warnings alert us that smoking causes cancer. We often miss how smoking impacts our daily lifestyle.

According to Dr. Michael Roizen MD, smoking causes our arteries to dilate to only 50% of people of those who were never exposed to tobacco smoke. When the arteries to your muscles can't dilate, the muscles feel acutely tired and sore. Therefore, you cannot do as much.

If you are taking a mid-day smoke break, stop! While smoking creates an

immediate energy boost, it does not create sustainable energy that gets you through the work day.

Over Stressed

Have you ever had a difficult problem that you poured all your energy into solving?

Managing stress can be draining. WebMD claims that stress activates your sympathetic nervous system. The sympathetic nervous system creates a high energy boost to deal with the problem. The body quickly crashes preventing sustainable energy.

How to Control Your Stress Levels

- Improve Time Management Skills
- Seek Counseling
- Say “No” When Possible
- Take Personal Time
- Plan Tasks Ahead

Excessive Coffee Intake

Do you drink coffee throughout the day for energy? The habit could be making you more tired. Excessive coffee makes you dehydrated, which causes fatigue.

Studies by MayoClinic show that four cups of coffee per day is safe for adults. If you are chronically tired, stick to one cup of coffee in the morning. Keep a water bottle next to you filled with water. Make it a goal to finish the water by the end of the day.

Poor Diet

When we get busy, we often eat the fastest thing that we can find. That meal is usually unhealthy. Unfortunately, if you are eating foods that are high in sugar and simple carbs, you will probably crash after an hour. Snack on nutrient dense

foods to help you maintain energy throughout the day.

Follow these healthy eating tips to provide you with sustained energy;

- Snack on protein and fiber rich foods
- Remove the energy drinks and replace them with water
- Balance your plate with protein, complex carbohydrates, and fruits and vegetables.
- Eat small meals with nutrient dense snacks

Never Saying “No”

Do you ever feel mentally drained when you are overwhelmed with responsibilities? If you feel yourself hitting a wall then start saying “no”.

“No” if you are too busy. “No” if the project will keep you in the office until late at night. There will be times when your job position requires you to say “yes” to overwhelming projects. However, recognize when you can say “no”. This will help you decrease stress that causes fatigue.

Glued to the Computer

Sitting long hours at the computer is not just bad for your back and waist line. Staring at a computer screen can cause mental fatigue that leaves us unmotivated at the end of the day.

Excessive computer work can cause Chronic Fatigue, a disease where you suffer from tiredness for over six months. More than 500,000 people in the United States have been diagnosed with Chronic Fatigue Syndrome. Computers and smartphones are linked to eye fatigue because you blink less when using a digital device. Blinking naturally refreshes the eyes. Electronic device users blink half as often as normal.

Step away from your computer every hour to avoid Chronic Fatigue. Standing can also reenergize you to get your job done.

7 Techniques to Stay Happy at Work



Happiness is a choice. However, as deadline approach we can feel pressure and stress that makes happiness feel like a pipedream. Under busy conditions, it's important to focus on achieving greater mental health. The following tips can help you stay happy at work:

Do Something You Love Every Day

Sure, you might love your job. However, work does not replace a hobby or family time.

Americans employed full time work an average of 47 hours per week which equates to 6 days per week. They also do not take all of their mandated time off. The average American receives 15 days off per year but only uses 14.

You need to make time for the things that you love to stay happy at work. This could be yoga, mountain biking, golf, knitting, or taking your kids to the park.

Stay Out of Work Place Drama

Nothing like a little "he said, she said" to bring you down at work! Gossiping is high school and should stop when you are fifteen.

Work place drama is also destructive to your professional reputation. Your coworkers might start to recruit you to take sides or talk badly behind your back. Gossip is a recipe for unhappiness at work.

How to Avoid Work Place Drama

- Save the venting for outside of the office
- Wait to reply to emails that feel like attacks to avoid scorching replies
- Never assume negative intent

Have a Clear Idea of Expectations

Employers hire employees that help their company make money. Clarify what your employer expects from you to achieve what they need. This reduces stress from unclear end goals.

Don't Overcommit

Have you ever felt pressure from not meeting job expectations? Avoid this by not overcommitting.

For example, your boss might be looking for someone to lead a project. This position could help you get a promotion. However, you are already loaded with tasks and working 50 hours per week. This is not the time to accept the position! Wait until you can perform to the best of your abilities.

Help a Co-Worker

Have you ever felt happier after helping another person? Altruists are more likely to be committed to their work and not quit their job.

“Being motivated to help and believing your work makes a difference is associated with greater happiness in our analysis,” claims Donald Moynihan, professor in the La Follette School of Public Affairs. Moynihan found a link between happiness and altruism in the workplace between 49 countries.

Take 10 minutes to help with a difficult project to increase your happiness levels for the entire week.

Think of 3 Good Things that Happened

When we focus on the negative, we will find the negative. Negativity can be a difficult pattern to break. Instead of focusing on your coworker's rude comment or pile of work, reflect on three things that you are thankful for. Doing so, can improve your mood and make work more enjoyable.

Sleep More

Have you ever gotten a poor night's sleep and woken up cranky and anxious? Your body needs sleep, just like air and water.

Signs that you aren't sleeping enough:

- Yawning
- Irritability
- Daytime fatigue

Increase your amount of sleep to 7-9 hours per night if you are suffering with these symptoms. A well-rested brain is a happier brain.

How-To Overcome Common Fears at Work



Everyone strives for a job that they love. However, even our dream careers develop workplace fears. If we become focused on our fears, we can lose creativity, productivity, and develop stress. It's important to address our concerns. Fear could start impacting your job performance.

The Fear of Being Fired

Whether you love or hate your job, we all have a fear of getting fired.

How will we support our family? Will we be able to find another job? Will our new job make pay enough to support our lifestyle?

As a Recruiter, I help find you jobs that fit your skills where you can feel secure. Nevertheless, if you are scared of being fired, here are a few tips for you to help you overcome your fears.

How-To Overcome Your Fear of Being Fired

Firstly, assess your work situation. Is there a legitimate reason that you should be afraid of being fired? Some signs could be your boss being critical of your work, you are no longer asked to attend important meeting or your workload subsides.

If you can't find any reason, ask your manager for feedback on your work. Explain to your boss that you want to perform at the best of your abilities. Your boss will probably be impressed by your initiative.

The Fear of Not Receiving the Promotion

that You Deserve

Everyone starts at the bottom of the ladder in their career. With hard work, you can increase your position to manager, supervisor, or even CEO. Almost everyone who dreams of climbing the ladder, fears that the “other guy” will get the promotion.

As a recruiter, I help employees find companies that have potential for growth.

How-To Overcome the Fear of Not Receiving the Promotion that You Deserve

Make it difficult for the organization to replace you. Always go through trainings to improve your job skills. Participate in brainstorming sessions. Be innovative! Be willing to help out in other areas and possibly get cross trained in those areas. It makes you more valuable to the company and your boss.

The Fear of Inadequacy

We can easily feel inadequate when our tasks begin to pile. We feel overwhelmed and question whether we can handle our workload.

At some point, someone will discover that we are incompetent.

This chronic self-doubt causes stress which decreases our productivity.

How-To Overcome the Fear of Inadequacy

Inadequacy can often develop from lack of communication. If you do not know what your boss wants then you are more likely to feel that you cannot complete the job well. Start by attaining a clear vision.

Ask your boss, “what would success look like in this project?” You can work confidently now that you know the company’s vision.

The Fear of Not Fitting In

Everyone wants to be liked. Fitting in creates a more comfortable and fun workplace. However, if fitting in is an obsession, you might not value yourself.

How-To Overcome the Fear of Not Fitting In

Start by being friendly to everyone. You will probably receive a positive response which will boost your confidence. After you boost your confidence, participate in brainstorming sessions. Impacting the office can also increase the chance of a promotion or raise.