



### Competencies that are addressed:

#### PRIMARY COMPETENCY CATEGORIES:

- **Stress Management—**  
Differentiates between positive and negative stress. Maintains a balance between productive and unproductive attitudes and behaviors.

#### RELATED COMPETENCY CATEGORIES:

- **Change Management—**  
Proactively seeks opportunities to redirect self, others, and the organization to achieve desired results.

- **Vision—**  
Future-oriented. Develops a future exciting picture of what could and what should be, regardless of what is, for them and their organization.

- **Initiative—**  
Proactively makes things happen. Evaluates self and others and takes positive corrective action. Is self-disciplined.

# Avoid Burnout

## SUMMARY

Workplace burnout isn't the same as workplace stress. Burnout may be the result of unrelenting stress even though it isn't the same as too much stress. When you're stressed, you care too much, but when you're burned out, you don't see any hope of improvement. You don't want to get to that point.

## CONTEXT

Burnout is most common in the workplace, but there's a difference between a bad workday or two and job burnout. Many professionals have days when they feel overloaded, bored, or unappreciated; juggling all their responsibilities isn't noticed, let alone rewarded. When it takes a superhuman determination to drag yourself into work, you may be on the edge of burnout.

In this module, you will analyze the differences between workplace stress and burnout. You will address ways that you can avoid burnout, manage job stress, and be more productive. You will also tackle the issue of technology overload and how to tame it and manage it more effectively.

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### At the completion of this module, participants will be able to:

- Understand the difference between stress and burnout
- Tame technology and make it work for them, not against them
- Create space in their life to avoid overload

*"My candle burns at both ends. It will not last the night."  
—Edna St Vincent Millay*