5 Buckets Principle™
The Science of Work-Life Balance during COVID-19
Participant’s Guide
Learning Points

Participants will:

- Identify the Five Buckets Principle of work-life balance
- Explore this subject during a pandemic
- Explore the elements necessary to fill the five buckets
- Determine action steps

Agenda

- Introduction/Poll
- Learning Points
- Trends
- The Five Buckets
- Filling the Buckets
- Action Steps
- Closing
Poll

Can Work-Life Balance Exist during COVID-19?

1. YES
2. NO
3. It depends on the day

Goal: Work-Life alignment.
It's just more complicated!

"Those who have a 'why' to live, can bear with almost any 'how'."

Viktor E. Frankl
Man's Search for Meaning

Five Buckets

- Family and Friends
- Work
- Community – Giving Back
- Financial
- Health

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Family and Friends

Family

- Manage Expectations
- Quality time vs. quantity time
- When to listen and when not to listen
- Set boundaries
- It is ok to say “no” to family

Friends

- Manage Expectations
- People who are happy for you during the good times but will coach you through the bad times
- Be selective

Family and Friends (during pandemic)

- Mourn the loss of person to person contact
- Embrace technology
- Be creative
- Make fun times
- Be open to new way of developing relationships
- Create new traditions throughout the year that will work during these times

Working from home with others

- Patience is key
- Establish as much of a routine as possible
- Listen to others (partner/spouse, children and teachers, roommate)
- Let perfection go
- Build fun into your life
Work

1. Accept the fact that work is more challenging and taking more hours
2. Accept the realities of the pandemic
3. Make a list of everything that has helped you during this time
4. Make a “Smile” file
5. Continue growing and learning, especially using technology
6. Manage interruptions and time wasters
7. Be creative about your workday—take the breaks
8. Get dressed for work
9. Commute—create it or maximize it

Community and Giving Back

- More important than ever to be involved in what’s going on in the world
- Outreach
- Volunteering
- Making connections
- The beauty of giving, caring and mattering
- Teaching your family members to get involved
- The world we live in really is small—even more important to care

Financial

- Be mindful of your money
- Nickel and dime spending
- Living the unexpected
  - Contribute what you can to the pot
- Meat vs. gravy
- Goal setting
- Family values
- Inheriting spending habits
- Debt management
- Retirement planning
Health – more important now than ever

- Taking care of you
- Exercise
- Preventative screenings
- Health journal
- Nutrition
- Sleep
- Stress management

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Invest in Yourself

- The "oxygen mask" theory – all starts with you
- Your "D.H.A." – Dreams Hopes Aspirations
- Get excited
- Go into your "discomfort" zone
- Motivation, willpower and determination
Personal Growth and Development

- Continue
  - Continue to learn
- Be
  - Be extra compassionate with yourself
- Keep
  - Brain exercise will keep you young
- Write
  - Write your retirement speech
- Re-evaluate
  - Re-evaluate your choices
- Examine
  - Examine other people’s priorities
- Practice
  - Practice your priorities

Happiness and Humor

- This is about enjoying life
- Embrace change and fear
- Laugh, laugh, laugh – learn about humor therapy
- Ethics and honesty
- Appreciation
- Tragedies
- Moving on and upward
- Example: lottery winners one year later - many say they are less happy
- Creativity
- Mindful living
- Giving
- Character: Who you are when no one is looking
- Never give up
- Don’t dwell on the past

I believe that being successful means having a balance of success stories across the many areas of your life. You can’t truly be considered successful in your business life if your home life is in shambles.

Zig Ziglar
What Are The Ingredients For All The Buckets?

1. Family and friends
2. Work
3. Giving back
4. Financial
5. Health

What Three Action Steps Will You Commit to Working On?

1. ______________________________
2. ______________________________
3. ______________________________

Western’s Winter Wellness Weeks on now to February 19th
Visit: www.uwo.ca/hr
Your Feedback Is Important To Us!

You will receive an email which links to an online survey.

Please complete as soon as possible to help improve and plan future training.

Your responses are completely anonymous.

Thank you.

Thank you!