

# STRESS MANAGEMENT

The unrelenting demands of today's work environment place an enormous burden on managers. Over the last few years stress-related illnesses have skyrocketed. These include heart attacks, ulcers, high blood pressure, etc.

One of the main problems with job stress is that it is sometimes regarded as a weakness ("If you can't take the heat get out of the kitchen"). This causes people to hide or deny their symptoms and avoid seeking appropriate help. This intensive two-day seminar will examine the root causes of stress in the business world and help you identify your own stressors.

It will provide numerous solutions to stress which you can apply immediately after the seminar. The seminar is highly participant-oriented and uses case studies, videos, self-assessment instruments, diagnostic surveys and team working. The seminar leader Paul Loftus is a licensed Industrial/Organisational Psychologist.

## Outline

### Introduction

- Definition of Stress
- Eustress Vs Distress
- Self-Assessment of Your Current Situation

### Burnout

- Misconceptions
- Definitions
- Symptoms
- Causes
  - Job Characteristics
  - Individual Characteristics

### Stressors

- Developing a Personal Profile of Stressors
- Developing a Team Profile of Stressors
- Finding Solutions for Your Stressors
- Case Study
- Video

### Sources of Stress

- Job Stressors
  - Intrinsic to Job
  - Role in Organisation
  - Career Development
  - Relationships at Work
  - Organisation Structure and Climate
- Personal Stressors
  - The Individual
  - Extraorganisational Sources of Stress

### Type A Personality

- The A/B Lifestyle Questionnaire
- Type A Behaviour
  - Values
- How to Modify Type A Behaviour
- Prescription for Stress

## **Diagnostics**

- Stress Diagnostic Survey
- Stress Diagnostic Survey 2
  - Marriage and Personal Relations
  - Children
  - Family
  - Residence
  - Finances
- The Holmes-Rahe Social Readjustment Rating Scale

## **Remedies for Stress I**

- Stress Reduction Goal Exercise
- Minimizing Stress at Work
- Stress Relievers
- Pick Your Own Stress Reducer
- Thirty Ways to Start Dealing with Stress

## **Remedies for Stress II**

- How Assertiveness Can Help
- Improving Basic Time Management Techniques
- How to Say “NO”
- Developing Your Social Support System at Work

## **Remedies for Stress III**

- Using Humour to Relieve Stress
- DVD
- Personal Action Plan

## **Participants**

Executives, Managers, Team Leaders and Supervisors

## **Duration**

2 days

## **Seminar Leader**

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