

Less Stress Means More Success

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A business would not be a business without a certain level of stress. It is often stress that motivates us to do our work and it can also spur us on to achieving our work goals. It's the amount and level of stress that are the crucial factors to monitor for maintaining a healthy work environment. An inordinate amount and high stress level can become the demise of a business, one that would have otherwise flourished. There are several simple steps you can follow to insure that high, unrelenting stress doesn't get the best of your precious business. The following list of suggestions can be used to help you achieve this goal.

You can use them on a regular basis to help maintain and foster a less stressful workplace environment. Realistically assess your situation to see if you need to make some adjustments in your work environment. Most people spend countless hours within their workplace. It behooves you to make it a place you enjoy and long to be. Doing the following 14 preventative steps will enhance productivity, promote creativity, foster concentration - thus empowering your staff to operate at their personal best.

- ✿ *CREATE PEACEFULNESS NO MATTER HOW BUSY IT GETS*
- ✿ *ARRANGE THE FURNITURE TO CREATE A SMOOTH FLOW OF ENERGY*
- ✿ *DESIGNATE AN AREA WHERE PEOPLE CAN BE ALONE*
- ✿ *ARRANGE FOR HIGH QUANTITY AND QUALITY OF LIGHT COMING IN FROM OUTSIDE AS WELL AS FULL SPECTRUM LIGHTING INDOORS*
- ✿ *KEEP CLUTTER TO A MINIMUM*
- ✿ *STRATEGICALLY PLACE A FISH TANK, ROCK GARDEN WITH FLOWING WATER, AND/OR PLANTS THROUGHOUT*
- ✿ *PLAY GENTLE, CALMING MUSIC EXCLUSIVELY OR DURING DESIGNATED PERIODS OF TIME*
- ✿ *ASK PEOPLE TO SPEAK QUIETLY TO ONE ANOTHER, DISSUADE ARGUMENTATIVE BEHAVIOR, AND OUTLAW GOSSIP*
- ✿ *HONOR THE INDIVIDUAL NEEDS OF YOUR EMPLOYEES AND CLIENTS*
- ✿ *ACKNOWLEDGE YOURSELF AND OTHERS FOR DAILY WORK CONTRIBUTIONS*

- ✿ ASK FOR TRUTHFUL AND CONSTRUCTIVE FEEDBACK FROM YOUR STAFF TO MAKE SURE THEY'RE HAPPY WITH HOW THINGS ARE GOING
- ✿ ENCOURAGE PEOPLE TO BE THEMSELVES, HONOR THEIR NEEDS, AND RESPECT THEM FOR THEIR UNIQUE QUALITIES
- ✿ TAKE DEEP BREATHS, ENCOURAGE BEING PRESENT, AND REMEMBER THERE IS ONLY SO MUCH ONE CAN ACCOMPLISH IN A DAY
- ✿ ENCOURAGE "SANITY BREAKS" WHERE PEOPLE LEAVE THEIR WORK AREAS TO DO SOME TAI CHI, YOGA, OR STRETCHING EXERCISES AS NEEDED.

Remember that pent up feelings can be one of the biggest culprits for creating a thick, heavy, negative and thus, highly stressful atmosphere at work. Take special measures to help your staff process their feelings in a structured and safe environment. Appreciate them for all they do for the business. Make certain they know you are always there to hear them out. Remember the old adage that "an ounce of prevention is worth a pound of cure" as you make the necessary steps to create and maintain a healthy and balanced workplace.

Shoshanna Katzman is author of Qigong for Staying Young: A Simple 20 Minute Workout to Cultivate Your Vital Energy, Avery/Penguin Group USA, October, 2003 along with a companion DVD and video produced by Swing Pictures, LLC. She has been a Tai Chi and Qigong practitioner since 1974 and Director of the Red Bank Acupuncture and Wellness Center (healing4u.com) since 1988. Shoshanna was the first woman President of the National Qigong Association (nqa.org) and currently serves as an Editorial Adviser for Body & Soul Magazine. She is President of the New Jersey Acupuncture Examining Board, producer of annual women wellness conferences (caringwomen.com) and co-author of Feeling Light: The Holistic Solution to Permanent Weight Loss and Wellness Avon Books, 1997.

