

BURNOUT PREVENTION PLAN



APRIL 2021

BURNOUT PREVENTION

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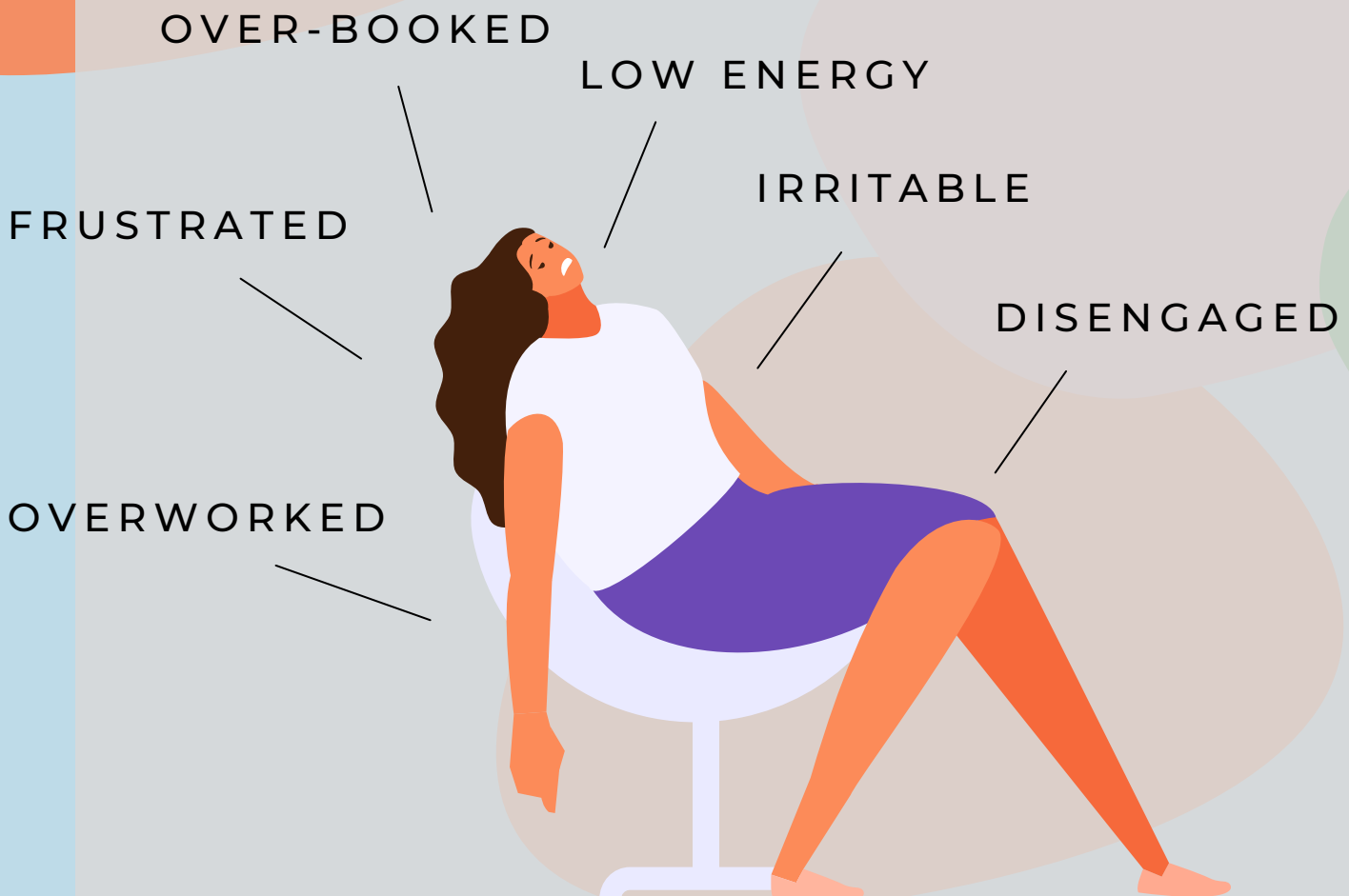


BURNOUT PREVENTION

PLAN: DEFINING IT

WHAT IS BURNOUT?

The result of an extended period of physical, emotional, and mental unmanaged stress. It can look a bit like this:



BURNOUT PREVENTION

PLAN: CAUSES OF IT

HOW DOES IT HAPPEN?

Burnout is sneaky because it typically happens without us even realizing it. Usually, it tends to build in stages and happens when we're unaware of how we're feeling.

We broke it down into **5 BURNOUT ZONES:**

1. SHRUGGING IT OFF

2. NUMBING THROUGH IT

3. BUILDING RESENTMENT

4. REACHING EXHAUSTION

5. ENTERING TRAUMA



BURNOUT PREVENTION

PLAN: 5 BURNOUT ZONES

1. SHRUGGING IT OFF

When we lead such busy lives, stress is expected, and because of that we tend to be almost too accepting of it... When we think, "**oh well**" or "**it is what it is**," we may recognize the existence of stress but we're not preparing ourselves for it. In fact, having this attitude is sometimes the first sign we're entering burnout. Instead of Shrugging off the imminent, take this information as a **hint to make a plan for yourself.**

BURNOUT PREVENTION

PLAN: 5 BURNOUT ZONES



2. NUMBING THROUGH IT

At this point, the overwhelm, anxiousness and tiredness has all set in. You may be aware of your symptoms, like irritability, poor sleep quality, and inattention, but you're continuing forward anyway. You may even be **rationalizing** this with guilt and/or your high expectations for yourself.

NOT
OPENING
THOSE



Your needs are taking a backseat here and this **disregard for your feelings** paves your way into the Numbing zone.

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PLAN: 5 BURNOUT ZONES

3. BUILDING RESENTMENT

Not only can resentment grow around the stressful tasks at hand but also around people and activities unrelated to the source of burnout.

You may find yourself pushing others away, picking fights, and judging or feeling negatively towards your hobbies and interests.



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PLAN: 5 BURNOUT ZONES

4. REACHING EXHAUSTION

Throughout these zones, you may have some wins (as you "power through" or "just keep swimming"). But when the **losses or the negativity begin to stick out** a bit more than the wins, you've entered Zone 4. You might notice your thoughts racing at night when you want to be sleeping and/or a lack of focus during conversations with others. You may be **dissatisfied** with your work and continue to **add to the load**. Self-compassion and rest are more than likely left out here.



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PLAN: 5 BURNOUT ZONES

5. ENTERING TRAUMA

When Zone 5 is reached, it's likely you'll begin to shut down and sometimes even become physically ill. In addition to the worry already felt, a new worry that you won't get out of this stuckness and won't feel better, may set in. This fear has been fed throughout the stages and at this point may dominate your thought process.

Thankfully, we have a plan to help you out of this hopelessness and get you back to feeling like YOU!



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PLAN: PREVENTING IT

1. NOTICE THE EARLY SIGNS

By understanding the **5 Burnout zones**, you'll be more aware of when burnout is creeping in. And when you do, move to step 2.

2. INCREASING SELF-CARE

When the work is piling on, it's difficult to think of ways to practice self-care. However, this is when you need it the most. Sometimes self-care is ordering take-out or getting your laundry folded. Sometimes it's watering your plants or going for a 5-minute walk.



BURNOUT PREVENTION

PLAN: PREVENTING IT

3. LEAN INTO YOUR SUPPORT SYSTEM

You have people who care about you who want to help. Sometimes having someone who will just listen is really helpful.



4. CREATE A SELF-REFLECTION REGIMEN

Checking in with yourself periodically will allow you to be attuned to your needs. Refer to the Workbook section for more on this!



BURNOUT PREVENTION

PLAN: RECOVERING FROM IT

IT HAPPENED, NOW WHAT?

TAKE

- Time outside
- A break from screens
- Your lunch hour

GIVE

- Yourself compassion
- Yourself kindness

FIND

- Joy and playfulness
- A therapist
- Rest

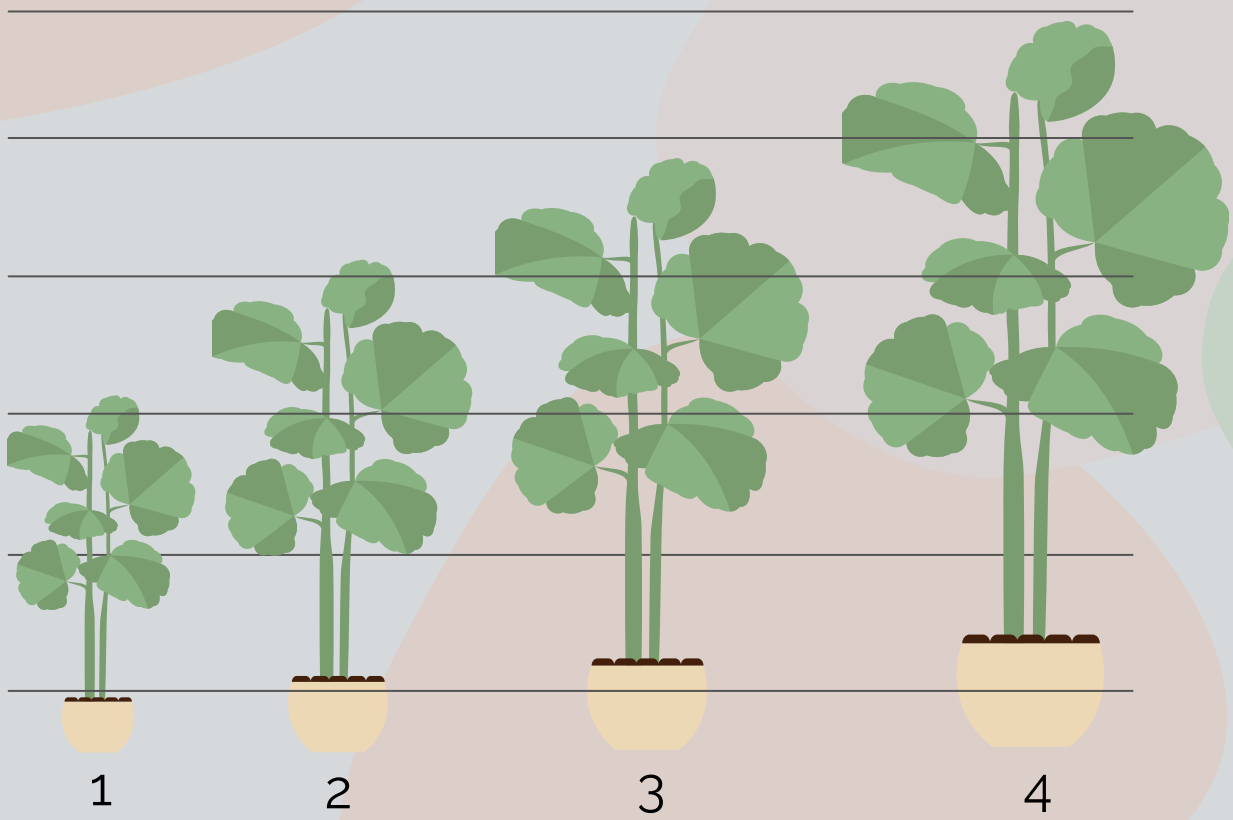


BURNOUT PREVENTION

PLAN: **WORKBOOK**

CHECKING IN ON YOURSELF

Start by asking yourself what your stress level is like. Use this scale as a reference to gauge where you're at.



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PLAN: WORKBOOK

WHAT DO EACH OF THESE LEVELS
LOOK LIKE TO YOU?

WHAT DO YOU NEED AT EACH LEVEL?

WHAT ARE WAYS YOU CAN TELL WHEN
YOU MOVE UP A LEVEL?

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PLAN: **WORKBOOK**

WHAT'S KEEPING YOU FROM SLOWING DOWN?

Fear of failure? Guilt? Perfectionism?

WHAT ARE YOUR WARNING SIGNS?

Irritability? Exhaustion?

WHAT ARE WAYS YOU CAN CARE FOR YOURSELF TO ADDRESS BURNOUT?

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PLAN: [MORE INFO](#)

FOR MORE SUPPORT IN
MANAGING
BURNOUT, CONTACT US:
INFO@REVIVECFW.COM
FOR MORE RESOURCES,
FOLLOW US ON
INSTAGRAM:
@REVIVECFW

