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# Burnout at the Workplace

A Guide to Understand, Identify and Manage Employee Burnout





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## Understanding employee burnout

Workplace burnout is a growing concern, with many employees feeling overwhelmed due to increased demands and prolonged work hours. Burnout not only affects productivity but also poses significant health risks to workers. Managing burnout effectively can lead to a more engaged, healthy, and productive workforce.

## Identifying the causes of burnout

- **Workload and hours:** Excessive workload and long, irregular hours over a long period of time can lead to chronic fatigue.
- **Staff shortages:** Insufficient staffing can increase pressure on existing employees, leading to burnout.
- **Poor work environment:** A lack of supportive workplace culture can exacerbate feelings of fatigue and loneliness.

## Strategies for managing burnout

The following are a range of suggestions that you can implement to reduce the risk of burnout within your workforce.



### Engage with employees

- Regularly check in with your team to understand their pressures and stresses which could extend to outside of the workplace.
- Create an open dialogue to discuss workload, hours, and any personal concerns.



### Adjust workloads and hours

- Assess and balance workloads to ensure they are manageable.
- Consider flexible working hours or remote working options to reduce stress.
- Continuously monitor and adjust targets to prevent overload.



### Enhance workforce support

- Recruit additional staff where possible to distribute workload evenly.
- Implement a buddy or mentoring system to provide additional support.
- Encourage teamwork and collective problem-solving to foster a supportive environment.



### **Promote a positive work culture**

- Foster a respectful and friendly atmosphere from the top down.
- Organise team-building activities to strengthen team spirit and engagement.
- Ensure regular appraisals and feedback sessions to make employees feel valued and heard.



### **Prioritise rest and recovery**

- Encourage employees to take their full annual leave without guilt or penalty.
- Make it easy for work to be covered during absences to minimise stress upon return.
- Implement policies that support adequate rest, such as reasonable working hours and breaks.



### **Offer mental health support**

- Provide access to mental health resources, such as Employee Assistance Programmes (EAPs).
- Train mental health first aiders within the team to offer immediate support.
- Schedule regular catch-up sessions to discuss mental wellbeing.



### **Invest in professional development**

- Offer training and development opportunities to motivate and engage employees.
- Align career progression plans with individual goals and organisational needs.

## **Create a sustainable work environment**

To effectively manage burnout, it is crucial to create an environment where employees feel valued, supported, and empowered. This involves:

- Ensuring a balance between work demands and personal wellbeing.
- Encouraging a culture of respect and support.
- Providing resources and opportunities for growth and development.

## **How THSP can help**

By implementing these strategies, you can help reduce burnout in your workplace, leading to happier, healthier, and more productive employees. At THSP, our team of HR Consultants can provide tailored solutions, from policy development to employee support programmes. Together, we can foster a healthier, more productive work environment.