



# EAP: In Focus

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Newsletter of your Employee  
Assistance Program

Spring, 2015

**SOUTHWEST FLORIDA  
EMPLOYEE  
ASSISTANCE  
PROGRAMS**



What can the EAP do for you?

- Confidential assistance to help you solve personal problems
- Free to all employees and their families
- Links to local agencies for other assistance
- 24/7 phone access to a professional counselor
- Help you resolve issues such as:
  - Marital
  - Family
  - Stress
  - Financial
  - Legal
  - Anxiety
  - Depression
  - Etc...
- Just call

**1-800-226-7930**

## Spring Cleaning

Springtime often inspires us to declutter our homes and yards -- and exposes the cobwebs and dust bunnies that have been collecting during the winter months. It's also a good time to consider cleaning out our mental and emotional spaces: our thoughts and feelings.

Just as it feels good to walk into an organized closet or enjoy a sparkling hardwood floor, a mental spring-cleaning can provide a boost and a sense of relief and accomplishment.

Here's a mental and emotional spring-cleaning checklist to help you get started!

### Cultivate Quiet Time

Plan some alone time to take an internal inventory and identify what has been cluttering your heart and mind. Meditation, prayer, hiking and yoga are excellent examples of external acts that promote internal reflection and allow time to tune in to your inner world. Take a planned break from technology and spend time visualizing how you want to feel in your life and in your relationships.

### Jot It in a Journal

Putting pen to paper and identifying your thoughts and emotions helps clear out your emotional space, make emotions seem more manageable and gives you a different perspective. You may not realize how cluttered your insides have become until you

start articulating them. Emotions (E-motions) are "energy in motion" and they are designed to move through you, not to stay stuck in your body. Next time you feel emotionally burdened write it down.

*What can I clear out of my heart or mind that will allow me to become a calmer, more centered person?*

### Forgive Your Faults

Often, it is easier to overlook other's faults than it is to let go of your own shortcomings. Over time it's easy to collect evidence for negative self-evaluations like, "I am never good enough" Dwelling on your past mistakes clutters the present and leads to self-critical thoughts and feelings. Humans aren't inspired to do better by criticism, and this applies to self-criticism. How freeing it is to acknowledge that you will make mistakes and have weaknesses as a human, but that it is possible to learn from personal experiences and still maintain a sense of self-acceptance.

## SOUTHWEST FLORIDA EMPLOYEE ASSISTANCE PROGRAMS

Phone: 239-278-7435  
Toll Free: 800-226-7930  
E-mail: swfeap@swfeap.com

- *Just a phone call away*
- *Free, includes family*
- *Available 24/7*
- *Confidential assistance*



### CHECK THESE OUT!!

WWW = WEB PAGES  
WORTH  
WATCHING



#### Emotional Spring Cleaning

Web page with Deepak Chopra's wisdom

<http://www.chopra.com/ccl/emotional-spring-cleaning>

#### United Way

Website with links to local United Way for opportunities to volunteer together

<http://www.unitedway.org/take-action/volunteer-as-a-family>

## VOLUNTEER AS A FAMILY

Today, families are finding new ways to spend time together-and volunteering is one way to do just that. Research has shown that volunteering as a family:

- Helps families learn about social issues and provides a new perspective on the world
- Provides positive role models and passes on family values to children
- Provides new learning experiences and development of new skills for both children and adults
- Provides quality time for the family to spend together
- Increases interpersonal communication and the problem-solving abilities of family members

### Why Children Should Volunteer

Kids have fun when they volunteer, but volunteering also:

- Enhances development — Volunteering can benefit a child's psychological, social and intellectual development. Volunteering increases self-esteem, responsibility and an interest in learning and helps children develop new social skills. It also provides opportunities to apply newly learned material.
- Promotes a healthy lifestyle and choices — Children who volunteer are less likely to become involved in at-risk behaviors.
- Teaches social responsibility — Volunteering helps children develop empathy and learn that one person can make a difference.

- Creates a lifelong ethic of service — Individuals who volunteer as a child or who observed their parents volunteering have a much higher probability of being a volunteer in their adult years.

Improves the community — Volunteer activities are essential for advancing the common good, and children can be part of the change..  
(From United Way—Live United)

