

Your Well-Being Solutions Employee Assistance Program (EAP) offers live, interactive workshops that provide valuable learning for the State of New Mexico and participating LPB employees. Topic are designed and written by an internal staff of psychologist's and adult learning experts. These 45-60 minute programs are helpful, informative, and engaging. Please feel free to watch at your convenience and share the link with your dependents and household members.



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Topic



10 Strategies for Improving your Finances



Addressing Employee Performance
Issues In A Supportive Way



After the Holidays: Managing That debt

Description

The current economic climate brings both challenges and opportunities from a financial perspective. You may wonder during these challenging times: "What should I be most careful about" and "What should my family and I work towards?" The 10 financial tips discussed in this work shop will get you on the road to financial well-being during challenging times.

When addressing performance issues, it can be hard to show employees that you care about and support them, while still being clear about problems and expectations. This session offers tools for having supportive conversations in these challenging situations.

Did you spend more for the holidays than you intended? Did you go into debt, maybe at unfavorable terms? Are you worried about how you will pay these debts off? Would you like to avoid being in the same position next year? Holiday shopping can sink even the best budget if one is not careful. And post-holiday credit card bills can cause high levels of stress. This workshop will help you figure out how to get out of debt quickly and cost effectively, and take steps to make sure you don't end up in debt again next year.



Basics of Estate Planning

Although most people think estate planning is for just the elderly, it is actually important to everyone else, too—especially for those with minor children, substantial assets or unusual circumstances. Estate planning can allow one to make decisions on who receives his or her estate, make arrangements for disability, medical care and guardianship for minor children. Properly done, estate planning can remove many burdens from surviving family members during a stressful time.



Becoming a Team Player

In today's work world, we often need to work in groups of people who have many differences, and yet are supposed to seamlessly form an effective team. We've all heard the term "teambuilding," and at one point or another most of us have gone through a teambuilding process, whether we know it or not. But what exactly is teambuilding and how can it be successfully used to help diverse groups work together more effectively? Understanding the main building blocks and development stages of teams can give any group of people the right tools to form a cohesive and productive group.



Being Adaptive In An Ever-Changing World

"Because we've always done it like that," may not be the best answer to, "Why do we do the things we do?" In our ever-changing world, we are seeing shifts in our markets and economies, our cultural norms, our behaviors, and ourselves. Now is the time to thrive by learning how to be adaptive and to be consistently able to change yourself to accommodate and maximize the benefits of change.



Being Part of Multigenerational Team

For the first time in history, there is the possibility that an organization can have four distinct generations in the workforce. While we need to be careful not to make too many generalizations about different age groups, it is helpful to categorize some aspects of each group's behavior, needs and working styles to promote working relationships built on mutual understanding.

This session will provide each participant with the understanding of the different working styles, preferences and how each generation expects to be treated as employees. By understanding these differences, each person can contribute to the success of the team and organization regardless of generation.



Bringing Out the Best in Others

Whether in your personal or your professional life, are you the kind of person that brings out the best in others? Do people shine around you, or do they tend to withdraw, hesitant to show their best? Some people seem to have a knack for challenging, motivating and inspiring their friends, family members and co-workers. In this workshop, you'll learn how to do your part to make sure others are at their best around you.



Building Strong Relationships With Your Adult Children

Parenting is a tricky business. For the first 20 or so years of your child's life, your job is to teach and guide them, often giving unsolicited advice and overriding their choices. Then comes the day they grow up and are on their own and you have to loosen your grip and get to know your kids as independent adults. That's not always easy. The hard part is letting go of the control. Not that parents necessarily want to control because they think their child is incapable, it's because they're concerned about their child's welfare and think they can help by sharing their own personal experiences so their child won't make the same mistakes. But everyone needs to make their own mistakes and learn from them—that's part of a person's necessary and ongoing growth process.



Caring From a Distance

If you have an elder who requires assistance, yet does not live near you, helping out may seem difficult. However, distance doesn't mean you can't provide comfort and care for your elder. By devising care strategies, developing emergency plans and building a support system of family, friends and local resources, your elder can have the care and attention he or she needs.



Your Significant Other

Communication is the cornerstone of all relationships. It reinforces trust and acts as a method by which you can share your problems, frustrations, Communicating Without Conflict With fears, anxieties, hopes and successes. Conflict is a part of life and exists in relationships. In fact, a relationship with no apparent conflict may be unhealthier than one with frequent conflict. Conflicts are critical events that can weaken or strengthen a relationship.



Coping with a Traumatic Event

A crisis or traumatic event can be both environmental and personal and are events which can cause physical, emotional, psychological distress or harm. These events are often perceived and experienced as a threat to one's safety or to the stability of one's world and the impact can be either on those who have experienced the event first hand or have seen it one television.



Cutting Through the Clutter

Most people have no idea how much their clutter affects them. It can affect their productivity, their self-esteem, their social life and even their weight! People who live with excess clutter say they can't find the energy to begin to clear it. They constantly feel tired and overwhelmed. When surrounded by clutter, it is impossible to focus or have clarity about life. In this workshop you will learn that clutter is not the result of sloppiness, laziness or incompetence but several surmountable obstacles. Recognizing the source of your clutter problem can empower you to address the problem directly and without shame.



eveloping Creativity

In today's increasingly competitive business climate, there is a need for continuous innovation and value-added solutions. Individuals and organizations alike are discovering that new ideas have become the global currency of the future. Unfortunately though, as adults, we often limit our thinking and problem solving to fit known patterns and solutions by creating boundaries around our problems and circumstances. Enhancing our creativity can help us break through these boundaries.



Domestic Violence Awareness

According to domestic violence statistics released by the Centers for Disease Control and Prevention (CDC) in 2017, forms of domestic violence could affect up to 1 in 4 women and 1 in 7 men in America at some point in their lifetime. Domestic violence is not limited to physical forms of battery or abuse. Rather, it takes a variety of forms, including emotional, physical, sexual, economic and psychological methods of abuse or control. Its wide range of forms adds to the difficulty of discovering, stopping, and prosecuting abusers. This is an awareness webinar designed to provide not only facts and statistics but also an understanding that help is available through a wide variety of resources.



Drinking Responsibly

Many people engage in moderate social drinking. Research into drinking suggests many health benefits associated with moderate consumption. However, about a third of the population will drink heavily and/or engage in what is called binge drinking or drinking to intoxication. This course is about drinking responsibly. The training addresses problems associated with binge drinking, ways to recognize problem drinking patterns and how to drink more responsibly. The course will explore common myths associated with drinking and provide participants with resources for getting help for alcohol use problems.



Eating Healthy On a Budget

No matter what your financial situation is, everyone looks for ways to cut down their grocery bills. Don't let the idea that healthy food is expensive keep you from striving for a balanced diet. Take some time to learn new strategies to stick to your budget while enjoying healthy, nutritious foods.



Emotional Eating: The Connection
Between Mood And Food

The population of the United States is becoming increasingly obese with each passing decade. There are many speculations about the cause of this phenomenon from an increasing sedentary lifestyle, the ready availability of high caloric foods to stress and even sleep deprivation. However, if people ate only when they were truly hungry and stopped when they were full, there would be no obesity epidemic. This workshop will address the relationship between emotions and food consumption and how to retrain your body and mind to recognize the cues of hunger and to eat for physiological and not emotional reasons.



Encouraging Kids to Be Active

When you see the joy a 2 or 3 year old has on the playground swinging from the monkey bars, bouncing on the horse, and climbing to the top of the slide, it's hard to imagine that it may take work and encouragement from parents to keep kids active. In many cases, however, children do become too sedentary, especially as they get a little older. Increasing demands at school and social pressures that make kids uncomfortable are just two of the factors that can make it difficult to keep kids physically active. With the growing body of researching suggesting just how important physical activity is for children, this concern has become more important than ever. This workshop will explore the barriers that stand in the way of keeping kids active, and will offer parents tips on how to overcome the challenge.



Financial Planning For Life

Financial goals are the specific long- and short-term objectives to be attained through financial planning and management efforts. Among personal financial goals are things such as: 1) financial security 2) travel 3) education planning 4) retirement planning and 5) estate planning. Being able to succeed in

reaching these goals requires a structure and plan with appropriate milestones, along with the ability to make adjustments along the way.



Forgiving Yourself and Others

Become a happier, healthier person with better relationships by practicing forgiveness. We can forgive ourselves, just as we can forgive others, without having to become victims. Using reflection, compassion and accountability can help us to forgive.



Friendly Persuasion: How to Get the Things You Want and Need While it's true that some people are intuitively good at persuading others, for most of us the most reliable path to success lies in knowing what we want to achieve and systematically deciding how we want to go about achieving it. Persuasion is a skill that everyone in the organization uses to accomplish goals. Used effectively, persuasion can lead to solutions that work in everyone's best interest. This workshop will provide you with communication techniques to get the results that you want and need.



Getting the Most Out of Your Health Benefits

The simple answer is all about educating yourself on what your health plan offers. Do not wait until we get sick or injured before understand your benefits provided. Investing time in understanding the options of your plan is investing money in family. It is up to you to take advantage of all your plans have to offer. The main function is to keep you healthy and to avoid all catastrophic risk.



Giving Effective Feedback in Personal or Work Situations

Giving effective feedback is difficult. Most people avoid opportunities to give constructive feedback and give infrequent and often unhelpful positive feedback. This session addresses strategies on how to deliver effective feedback at work or at home. The training will offer multiple examples and provide participants with ample practice to learn how to give feedback that helps individuals improve performance.



Healthy Lifestyle: Changing the Way
You Think About Diet and Exercise

It seems that every week a new study is published on the best way to control weight and increase fitness through changes in diet and exercise. It can be tough staying on top of the latest recommendations, especially when the studies sometimes seem to contradict one another! This workshop provides an overview of safe and effective strategies to improve overall fitness through manageable changes in diet and exercise. Of course, before beginning any changes in diet and exercise, it is best to first consult with your doctor.



Helping your Senior Loved One Be Independent and Safe When our parents or other elderly relatives age independently in their own homes, we often fear for their safety and general well-being. Sometimes we don't know how much assistance we should provide, when to step in, or even what would be helpful. Providing care for an older adult is a very personal matter and each situation is unique. However, there are practical guidelines and simple solutions to ensuring your loved one is healthy and safe. This workshop will address and resolve common safety issues in the home while supporting your loved one's autonomy and independence.



How to Deal with a Difficult Person

At one time or another, we have all dealt with a difficult person. Whether they are hard to communicate with, acting defensive or just handling a situation inappropriately, interactions with difficult people can affect our confidence, mood and focus. Learning to recognize and cope with common difficult behaviors in ourselves and others can help make difficult encounters much more manageable.



How to Receive Criticism and Make It Work for You

Receiving criticism is an important and valuable skill. To achieve success in any endeavor we must be able to tolerate critical feedback and learn from it. However, receiving criticism is difficult for most people. Upon receiving criticism we feel vulnerable and become defensive and thereby miss opportunities to benefit from feedback. This workshop will help you explore why we become defensive, deliver tips for knowing when your "hot button" has been pushed and how to accept and integrate useful criticism. The training will also instruct though examples and/or role plays.



Kids and Meals: It Doesn't Have to Be a Battleground

Parenting children is quite a challenge in every aspect, but meals and eating habits need not be included as part of the challenge. Recent research findings are suggesting that more liberal attitudes towards allowing young children to govern their own intake is the best way to ensure that children maintain their ideal body weight through the rest of their lives. Contrary to earlier ideas about the parental role in ensuring their children's nutritional and caloric needs, current research findings are supporting the idea of a much less assertive role in encouraging young kids and consequently all kids to eat.



Kids and the Internet: Becoming a Cyber-Savvy Parent

In a relatively short timeframe, computers have gone from being a space-age dream to an everyday reality for many people at work, home and school. Children are learning how to use computers at younger ages—many are more computer-savvy than their parents! How does a parent support the need for their children to be familiar with computers in today's society without letting the computer dominate their child's time?



Laughter, Humor and Play to Reduce Stress and Solve Problems Professional comedians shouldn't be the only people to use smiling, laughter, humor and play as part of their daily routine. These skills are valuable for everyone. A good smile has long been a key tool for anyone who needs to influence others. Laughter is now shown to improve our pain tolerance. Humor and play can be the building blocks of problem-solving. Together they can improve our happiness and effectiveness.



Learning To Say "NO"

Saying "no" can often be difficult. It can arouse feelings of guilt or fears of displeasing others. Nevertheless, the word "no" is one of the most important words in our language. By saying "no" we define who we are, what are willing or not willing to do and what we permit others to do to us. The ability to say "no" is critical skill that many have never developed or fear to use. This workshop will address the skills involved in learning to respectfully say "no" in order to build and maintain healthy self-esteem.



Let's Talk Politics: How to Have
Impassioned Disagreements Without
Damaging Relationships

Most people believe their social and political views are based on fact and reflect their important values. Therefore, having conversations about sensitive topics such as politics, racism, and social issues can cause strain on relationships with friends, family and co-workers. Instead of allowing political discussions to destroy these relationships, what if we could use these conversations to examine our own beliefs, look at facts and find common ground?



Letting Go Of Things That Hold You Back "Living the Good Life!" How often have we heard that statement? Usually it's meaning is about happiness, health and satisfaction within our lives. In this session we'll discuss what's needed to accomplish "the good life": what to bring along on life's journey, what to leave behind, what to acquire along the way.



<u>Life After Divorce: Landing on Your</u> Feet Divorce can be one of life's most stressful and emotionally challenging experiences. Separating from someone you had hoped would be your life partner is usually painful. Understanding the emotional and physical stresses that often come with divorce is the first step in learning how to deal with them. This workshop will help you accept your feelings and learn ways to care for yourself during this stressful time.



Living With Change

Whether going back to school or changing careers, starting a family or retiring, change brings both opportunities and turmoil. In today's fast paced world, change has become a constant. Even when we are able to see the advantages of change, it can be hard to say goodbye to what's changing. This workshop will provide you techniques to deal effectively with change.



Loneliness And Social Isolation in Today's World

Despite living in a world with instant electronic access to friends, family and all manner of online social networks, the rates of reported loneliness and social isolation have been steadily increasing. Loneliness and social isolation substantially impact not only psychological well-being but physical health as well. Loneliness is now considered a health risk factor on par with cigarette smoking. This training will address the possible reasons for loneliness and identify actions participants can take to increase their emotional connection with others and decrease the risk of social isolation.



Managing Staff Through Stressful Situations

When facing heightened stress, employees react in diverse ways. For some, stress leads to a dropoff in performance, lowered morale or emotional outbursts. For others, high-pressure, stressful situations actually become an opportunity to shine. As a a manager, it's difficult to anticipate the multitude of reactions you're likely to observe during times of stress, and even harder to be equipped with the tools to handle them all. This workshop helps you plan for the expected and the unexpected and provides practical tools for dealing with both positive and negative employee behaviors during stressful times.



Managing Worry and Anxiety

Worries are thoughts we have about the future that generate fear. They arrive in the form of a "what if?" and generate dire warnings about terrible consequences that await us. Unfortunately, these warnings we give ourselves are generally overblown and focused on hypothetical problems that probably won't happen. Chronic worry that begins to impact the quality of life becomes "anxiety" and well-intended suggestions to "stop worrying" or applying common stress management techniques are mostly ineffective. This training will address how worry habits develop and methods of intervening with worry and anxiety.



Mental Fitness for Optimal Brain
Power

For a long time, the scientific community believed we were born with a certain number of brain cells and neural pathways and that, once damaged, they could not be repaired. In reality, our brains are much more flexible. Depending on our lifestyle, we can weaken or destroy connections, or create new, stronger ones. Engaging regularly in certain behaviors and activities, like physical exercise, addressing mental health issues, meditation, and learning a new language or musical instrument, support new wiring and can make existing pathways stronger. Essentially, we can slow down or somewhat prevent cognitive decline by doing challenging mental exercises to keep our brains fit for optimal power.



Mental Health Awareness

At one time or another, everyone experiences symptoms of mental illness. Too frequently the response to such symptoms in the workplace is confusion, fear, judgment, avoidance and outright rejection. This leads to a worsening of symptoms and a deterioration of performance. This training is designed to reduce the stigma associated with mental illness and to promote ways of supporting one another in the workplace. The session will address signs and symptoms of distress and effective ways of providing support for co-workers. The training also will include exercises to develop these skills.



Mental Health Awareness for Leaders

Managing individuals who may be struggling with stress, anxiety, depression and other mental health concerns can be a difficult balancing act. Your role is to manage performance and to bring out the best in your workforce, but accomplishing this often requires you to express concern and support when employees struggle emotionally. Managers often feel uncomfortable in this aspect of their role and may lack the important skills of "emotional management." This course covers ways employees may present their distress and offers insights and strategies on forging supportive empathic alliances within the role of manager. The session also identifies common mistakes managers make in responding to employees in distress and explains communication skills that express support and convey positive expectancy. Participants are also given information on how to refer employees to the Employee Assistance Program.



No Such Thing as a Perfect Parent

Today's diverse society makes it difficult to describe a typical family situation or define what characteristics make a "perfect parent." Culture, values, beliefs, emotional disposition and the environment in which a person was raised all influence parenting techniques. In an effort to be perfect, new parents will frequently try too hard to protect their child from any adverse experiences or go to great lengths in an attempt to please their children. This type of well-intended "perfect parenting" can lead to unanticipated problems. This workshop will address these problems and suggest ways to let go of perfection and seek a balanced parenting approach.



Parenting a Child with Special Needs

When you first learn that your child has a physical or mental disability or serious illness, it can be difficult to cope. It is important to remember that you are not alone. More than five million children in the United States between the ages of three and 21 suffer from serious disabilities and there are resources available to help. Get to know the support services available to you in your community and become educated about your child's condition. Get in touch with your feelings as a parent and learn the best ways to provide care to your child.



Parenting Your Collage Age Kids

Once a child leaves home, whether to attend college or embark on a career, the parent's role often feels unclear. Deciding how much emotional and financial support to offer a child who is essentially an adult can be difficult to determine. Many parents want to continue to support their 18 and older children, but aren't sure how to help without appearing to interfere with the child's life.



Paying Off Debt While Building Wealth

In difficult economic times, many people are struggling to just keep up with monthly bills, let alone make progress on debt repayment. What suffers most is contributing to savings and investing goals. This session will focus on developing financial plans and strategies to address the dual goals of having a plan for paying off debt, while also contributing to building personal wealth.

This session covers the basics (or essentials) of each area and describes practical techniques that can help you to formulate your own plan to manage your personal finances to organize a sensible debt repayment plan without sacrificing other financial goals.



Preparing For Financial Emergencies Many people face financial emergencies, but few have prepared adequately to prevent them from having a major impact on their personal finances. By helping people understand the types of financial emergencies and potential consequences of not being prepared, we will enable people to focus on the steps necessary to avoid hardships which can accompany the emergencies. The webinar will cover the processes and products which can help people survive the various types of financial emergencies.



Responding To Behavior That
Makes You Feel Uncomfortable

Most people have at some point been subjected to unexpected behavior that is unwelcome, such as behavior that is aggressive, lewd, provocative or socially inappropriate. This may occur in the workplace, at social gatherings or in public venues. In many of these instances our ability to respond effectively is often compromised because of fear, confusion and/or inexperience in addressing unwanted behaviors. This course examines the nature of unwelcome behavior, as well as how and why we respond the way we do, and offers insights into how we can be prepared to effectively respond in the future when confronted with unwelcome behaviors.



Rewards and Challenges of the Blended Family

With more than half of all marriages ending in divorce, and the majority of divorced individuals finding new partners, the number of blended families is growing. This type of situation can create a range of challenging issues, both practical and emotional. Patience, understanding and open communication can

help make the transition smoother for everyone.



Sailing On: A Guide to Transitioning Into Retirement

Moving from a career into retirement can be a challenging lifestyle adjustment. Many adults look forward to the benefits of retirement living but then often find themselves facing many difficult issues. Today's participants will learn ideas on how to deal with the many aspects of retirement living.



Standing Tall: Handling Bullies Both
On and Off the Playground

Ask any child what a bully is and, most likely, he or she will give you a pretty good definition. Sadly, bullying is something that most children encounter in one form or another. While some people say that bullying is just part of growing up, recent incidents of school violence, which are linked to bullying, demonstrate that this is an issue to be taken seriously.



Suicide Awareness

Suicide is a profoundly disturbing event and most people respond with confusion, fear and anger when confronting it. This course will demystify suicide through discussion of why it occurs, the risk factors associated with suicide and how to intervene with those who are suicidal or potentially suicidal.



Supporting Others Through End Of Life

When we care for a loved one who is dying, we experience many emotions, including sadness, confusion, shock, anger, fear and regret, among others. We often don't know what to say, how to plan or how to comfort the person who is dying. This session will take a holistic look at end-of-life issues, including navigating care needs (including hospice and palliative care), what to expect during the dying process, and how to cope with the emotions that arise. We'll also look at myths surrounding death and dying and how to support your loved one physically and emotionally. The stages of grief also will be examined, as well as how to care for oneself during this time.



Talking To Kids About Violent

Events With Widespread Media

Coverage

After a terrorist attack, mass shooting or other violent event with widespread media coverage, how do you talk to children about what happened? Should you have the conversation at all, or is it better to try to shield them from the news? This session will provide guidance on these important subjects.



<mark>Геасhing Your Kids How to Manage</mark> Monev Money is a difficult concept for children to grasp. They understand quickly that adults use money to purchase the things they need and want but for obvious reasons do not have insights into the other side of the balance sheet; that is, what it takes to acquire money. By encouraging children to gain experience with earning, saving and spending money, we can provide them with fundamental financial experience that can reduce the likelihood of financial difficulties often experienced in early adulthood.



The Art of Patience

Many of us are impatient at times. And when we lose control of our patience it hurts not only us, but those around us. Impatience raises our stress levels and over time can even inflict physical harm to our bodies. But it seems that patience is a skill that is quickly diminishing, but one that constantly needs improving. You see examples of impatience and patience throughout each day; when you're stuck in traffic, when you're waiting in line for the grocery store, and when your children are taking too long to get ready for school in the morning. Even if you don't rate your own level of personal patience as being very high, the good news is that with practice, you too can learn to be more patient in your life.



The Confident You: Taking Charge of your Life

Have you ever had something you really wanted to say to someone, but held it back because of some kind of fear or shyness? Have you ever given in to someone else's way, and then regretted doing so because you believed strongly in your position. Do you wish you had the confidence to stand up for yourself more firmly in some situations? This workshop will give you some tips on how to add the confidence that helps you feel like you're in control.



The Emotionally Healthy Teen:
Dealing With Issues of Substance
Abuse, Depression, Suicide and
Eating Disorders in Teenagers

The teenage years are a period of major social, hormonal and emotional change and can be difficult both for the teens as well as their families. Finding the most effective way to meet your child's growing need for independence and increased responsibility as well as keep them safe and healthy is a challenge for many parents. Knowing how to talk with your teen about, and identify symptoms of, depression, suicide and eating disorders can help you assist your teen in navigating adolescence successfully.



The Five Pillars of Personal Finance

The United Stated Department of the Treasury has proposed a set of financial core competencies that will be used to establish a clear understanding about what all adults should know regarding the basic concepts of financial literacy. The five core concept areas identified are: • Earning • Spending • Saving • Borrowing • Protecting Against Risk

This session covers the basics (or essentials) of each area and describes practical skills needed to competently address (or manage) their personal finances.



The Impact Of a Difficult Childhood
On Your Adult Life

Childhood experiences teach us how to navigate relationships and manage stress, and greatly impact our self-esteem. We don't get to choose our childhood story, but we can choose to author the rest of our story. In this seminar we will discuss ways our childhood has a lasting impact on us and examine ways to escape letting our childhood dictate our present experience. We will utilize a multitude of strategies to improve self-esteem, communicate better in relationships, and find ways to manage stress more effectively.



The Impact of Foreclosure

The recent economic collapse has resulted in millions of Americans being unable to meet their loan obligations and defaulting on their mortgage payments. This workshop will provide an overview of the process which lenders may use to take back an owner's home. It will address the different legal protocols various states use in the foreclosure process and the impact that is has upon the borrower's credit score. It will also consider the implications for residential tenants, and define differences between recourse vs. non-recourse and judicial vs. non-judicial states.



The Successful Single Parent

As the sole parent in your household, you are faced with extra challenges in raising your child. Finding the time and the energy to be a full-time parent and home and income provider without the regular help of a partner will require a special commitment. This workshop will provide tips and suggestions to those parents who are juggling their family obligations single handedly.



Time Management Principles

Work, family and personal life responsibilities can feel overwhelming, and it sometimes seems as if a 24-hour day simply isn't long enough to get everything done. Unfortunately, no one has yet found a way to add a 25th hour to the day, so we're all forced to do the best with the time we have. By following the principles discussed in this workshop, you may still never get everything done, but you should feel more in control of your very busy life.



<u>Time Management Tools: To-Do</u> <u>Lists, Calendars, Etc.</u> It seems that more than ever, people are living busy, chaotic lives that often leave them feeling overwhelmed and out of control. Between work, parental responsibilities, community involvement, exercise, hobbies, friendships, family responsibilities and more, sometimes it feels as if keeping track of it all is just impossible. Fortunately, there are many tools available to help people gain control, though sometimes sorting through what's available can add what seems like even more chaos to life. Smartphones, day planners, alarms, e-mail systems, priority grids, voice mail systems, note pads, to-do lists, contact lists, address books, folders, file cabinets and more—the purpose of this lunch-and-learn is to help you sort through the tools available to help you organize your life, and pick the ones that will work for you.



Understanding Depression

Many people still believe that the emotional symptoms caused by depression are "not real," and that a person should be able to shake off the symptoms. Because of these inaccurate beliefs, people with depression either may not recognize that they have a treatable disorder or may be discouraged from seeking or staying on treatment due to feelings of shame and stigma. As a result, many people with a depressive illness never seek treatment. But the vast majority, even those with the most severe depression, can get better with treatment. Intensive research into the illness has resulted in the development of medications, psychotherapies, and other methods to treat people with this disabling disorder. This workshop will identify the symptoms associated with depression, possible causes and treatments.



<u>Understanding How Your Emotions</u> <u>Impact Interactions with Older</u> Loved Ones Many emotions arise when we think about our loved ones' aging or needing care. Emotions can include anger, fear, sadness, resentment and hope. In communicating with the older adults in our life, we need to be aware of the emotions we're experiencing and what they represent, to ensure that we have healthy, productive interactions. When we haven't fully processed our feelings or thoughts, they sometimes come out in negative ways, whether it is through negative behaviors, thoughts or language. This workshop will teach you tools to understand the function of emotions, the impact they can have on interactions with older adults and how to communicate more effectively.



When Someone You Love Has Alzheimer's

When a loved one is diagnosed with Alzheimer's disease the impact on family and caregivers is enormous. This course will address some of the basic considerations involved in caring for and communicating with a loved one who has Alzheimer's disease. The course will cover some of the basic facts of the disease along with the unique challenges and stress it brings to the family.