

## Achieve Work-Life Balance Through Integration

### Program Description

This program approaches the time-life dilemma in a radically different way: Your personal life and work life are one, inseparable whole! Based on this principle, The Power of Work-Life Integration outlines the six-step process for bringing your life activities in alignment with your innermost values. These are the values that are enduring over your lifetime.

Discover the difference between life management and life balance, the method for prioritizing activities, and the six strategies for creating work-life integration.

### Methodology

Begin by taking a personal inventory of the current state of your life. The inventory is used as a starting point for establishing the balance and quality of life you desire. You will then be guided through six additional steps to achieve work-life balance.

In the process, you'll participate in an exercise designed to provide an opportunity to experience what is meant by taking responsibility for the present state of your life.

Once the criteria for making critical work-life balance choices is defined, an opportunity is provided to rewrite the "script of your life" to be congruent with your innermost values. Learn guidelines for life management that result in the quality and balance you desire.

### Specific Skills You Will Learn

- The six-step process of work-life integration
- The criteria for making difficult work-life choices
- How to identify crucial innermost values and your corresponding activities in the areas of self, family, work, and service
- How to resolve challenges and perceived consequences of taking the necessary action to create work-life quality
- Personal work-life orientation and how it determines the best way to manage your life
- How to prioritize your most important activities on a day-to-day basis



### Work-Life Integration Training Kit

- ✓ 40 page workbook complete with exercises
- ✓ Three audio CD's
- ✓ Relaxation Training Exercises CD
- ✓ Tick Tock! Who Broke the Clock book