

BURNOUT MANAGEMENT IN THE WORKPLACE



Helping leaders build healthier workplaces

Content

- What is Burnout in the workplace
- What are the signs of organisational Burnout
- Strategies and tools for Zero Burnout workplace



WHY ARE YOU HERE?



In a leadership
position



A passionate
team player

SESSION INTENTIONS AND MINDSET SHIFTS

Intention 1

Streamlining Productivity with Energy Management

Intention 2

Enriching the work experience with the wheel of life

Intention 3:

Building Sustainable Resilience Systems

No complex theory, just proven practice

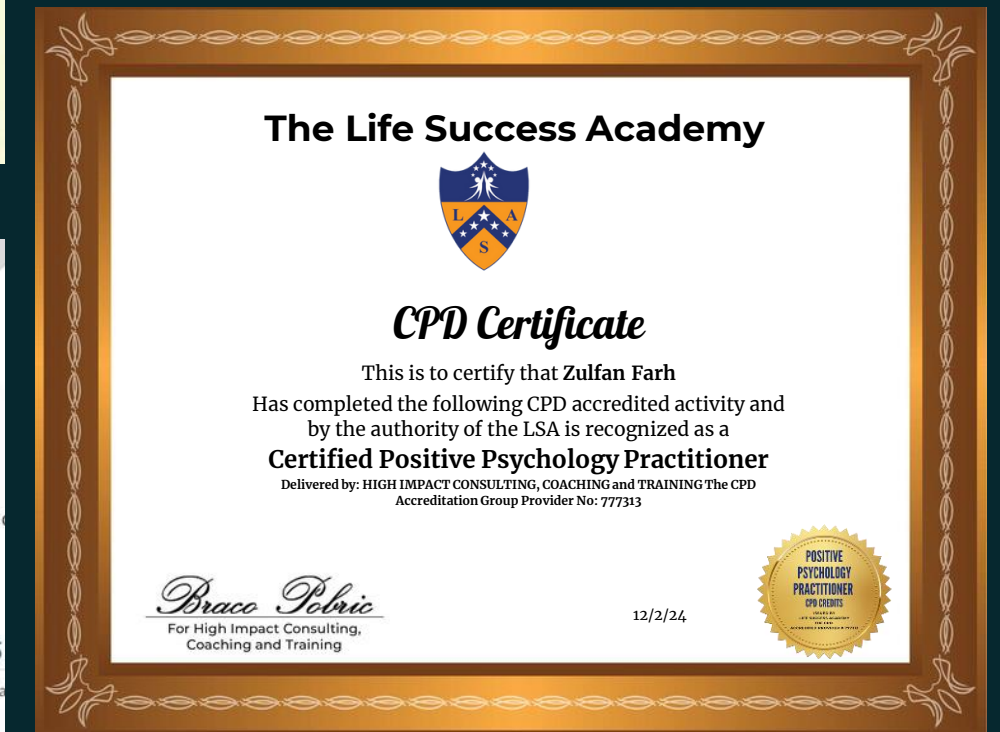
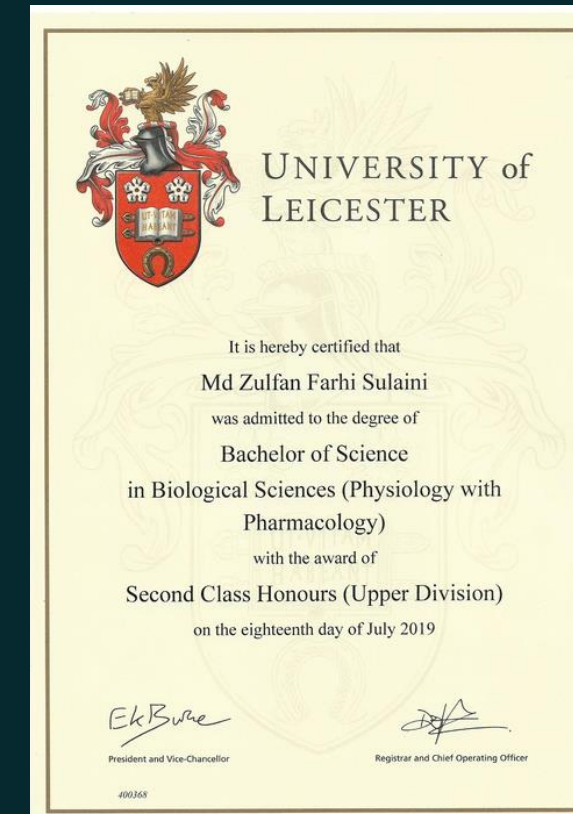
CERTIFICATION AND BACKGROUND

Graduated from the University of Leicester in Physiology with Pharmacology

- Body Mind Connection
- Psychology and pharmacology
- Research on antidepressants

Pursued certification in:

- Health & Wellness Coaching Diploma
- Mindfulness Based Stress Reduction Practitioner
- Life Coaching
- Certified Positive Psychology Practitioner



KINDS OF PEOPLE I MEET

- Young professionals
- Parents
- Students
- Athletes
- Soldiers
- Clinical patients

in reaching their work & life goals, finding their purpose, passion, core identity

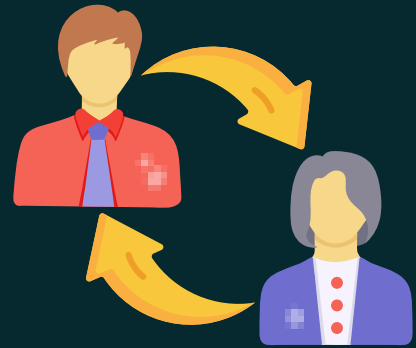
There's one thing in common found between these people



Burnout Bingo



Whenever you notice one sign you have, put 1 point down! See how many points you get at the end



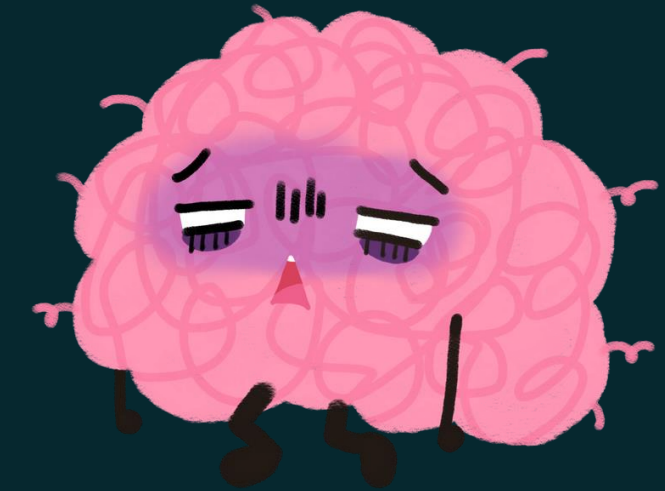
High Turnover
absenteeism



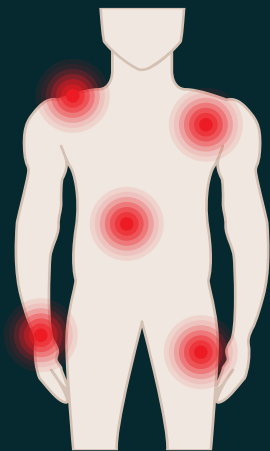
Decreased engagement
and productivity



Cynicism and
negative attitudes



Emotional exhaustion
and fatigue



Poor communication
and collaboration



No work-life
balance



Reduced creativity
and initiative



Increased errors and
declining quality

What's Your Score?



**If you have score in all areas,
immediate evaluation is required**



**If you or your organisation require
help, please reach out to a
professional!**

Burnout: The Canary and the Coalmine

In the 1900s, coal mine workers brought canaries to the sites to detect any harmful gases in the air

Whenever the canaries were dying, gasping for air or silent, it meant the air was not clean and something was wrong

When the canaries were healthy they were singing

The burnout signs are your or your organisation's canary cries



ORGANISATIONAL BURNOUT

Using the canary analogy



Canary cry
state of physical, emotional,
and mental stress

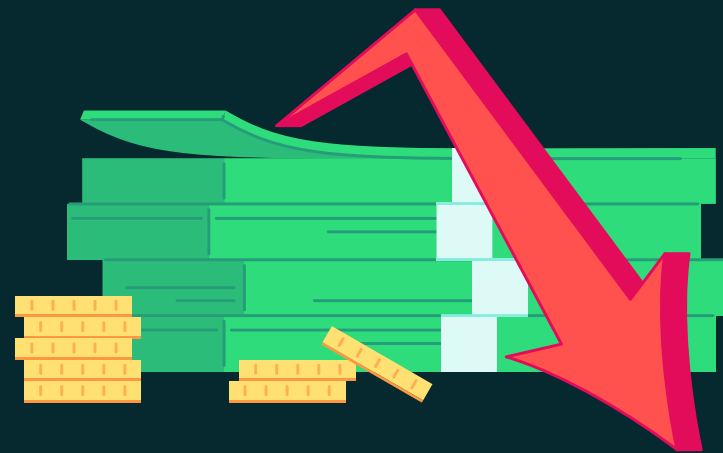
Canary zoo
When all canaries
remain silent or dying

*Whether you're a **leader** or **team-player** you're job to
make sure the canaries are singing healthily
(especially your own!)*

CASE STUDIES



Burnout



\$ Loss



- High turnover
- lower productivity
- Increased sick days

CASE STUDIES

University of Virginia School of Nursing

- Hospitals without burnout prevention: \$16,736/nurse/year
- With prevention programs: \$11,592/nurse/year (30% savings)

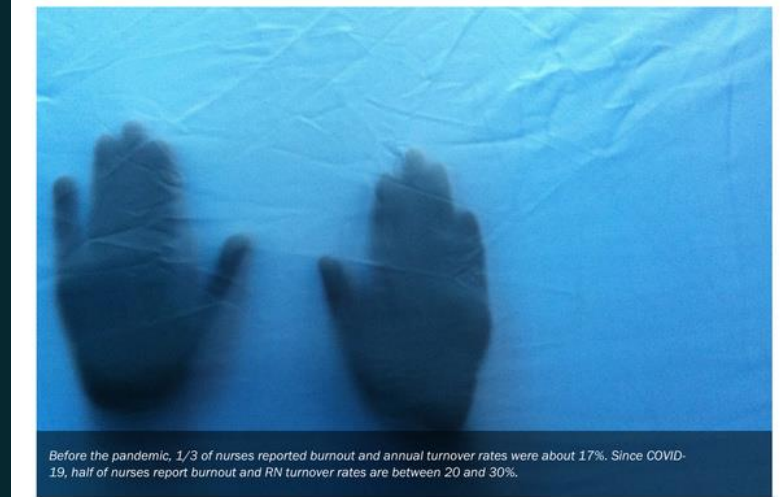
Workplace Burnout & Productivity

- Employees lose 44 days/year working while sick + 6.7 sick leave days
- Burnout affects marginalized workers & lower-quality jobs the most

Institute for Public Policy Research (IPPR), UK

Study: Preventing Nurse Burnout is Good Business

[Christine Phelan Kueter](#)



Before the pandemic, 1/3 of nurses reported burnout and annual turnover rates were about 17%. Since COVID-19, half of nurses report burnout and RN turnover rates are between 20 and 30%.

Hidden cost of UK workplace sickness rockets to £100bn a year, report finds

Rising bill largely result of 'staggering' levels of presenteeism causing loss of productivity



Most of the increased cost to businesses was owing to lower productivity with employees working while ill. Photograph: Oleksiy Boyko/Alamy

BRUNEI CASE STUDIES

Nurses in Oncology Departments

- Pre-existing Psychological conditions worsen when burnout for nurses

School counsellors experiencing burnout and turnover

- Counsellors without burnout proof systems experience faster burnout rates in schools

► Belitung Nurs J. 2021 Oct 28;7(5):418–424. doi: [10.33546/bnj.1519](https://doi.org/10.33546/bnj.1519) [↗](#)

Psychosocial factors and burnout among oncology nurses in Brunei Darussalam: A pilot study

[Fatin Afiqah Jais](#)¹, [Teo Yan Choo](#)¹, [Hasnan Kahan](#)¹, [Shanti Shahbudin](#)², [Khadizah H Abdul-Mumin](#)¹, [Hanif Abdul Rahman](#)^{1,*}

BURNOUT AMONG SCHOOL COUNSELLORS IN BRUNEI DARUSSALAM

Noorsofiana Affandi^(1*), Nor Zaiham Midawati Abdullah⁽²⁾

WHY SELF-CARE ALONE DOESN'T WORK



Requires Structural and Relational Changes



Often Doesn't Challenge the Root Cause



Burnout is Systemic, Not Just Individual



Invalidates the need for connection



*Lacks the Depth of **Self-Discovery***

BURNOUT RECIPE



How would you design a workplace to be completely burnt out?

Intention 1:

Streamlining Productivity by
optimizing your energy

1. Communication overhead
2. Externalisation

1.COMMUNICATION OVERHEAD



A killer of team productivity

1.COMMUNICATION OVERHEAD

Imagine a group of friends trying to decide where to eat.

Instead of just picking a place and going, they spend hours discussing options rather than decide to actually eat.

Cause?

Too many friends...



CURE?

“Keep teams elite and surgical”

1. Effective team studies say that the optimal number of people is 3–8, any more productivity decreases
2. Unify objective, roles and deadlines

When managing more than 8,
develop **peer support systems**

team players can take initiative to
write down the expectations



2. EXTERNALISATION



Tool to manage your mental stamina

MENTAL EXERCISE



Close your eyes and visualise a list of tasks you have to do
(personal, professional)

Externalisation

Our minds handles information from outside itself more effectively and efficiently rather than the inside (thoughts & feelings)

2 Ways to externalise

- Writing e.g. journalling or drawing
- Speaking

"The palest ink is clearer than the fondest memory"

The thoughts we speak shape our world more than the ones we keep.



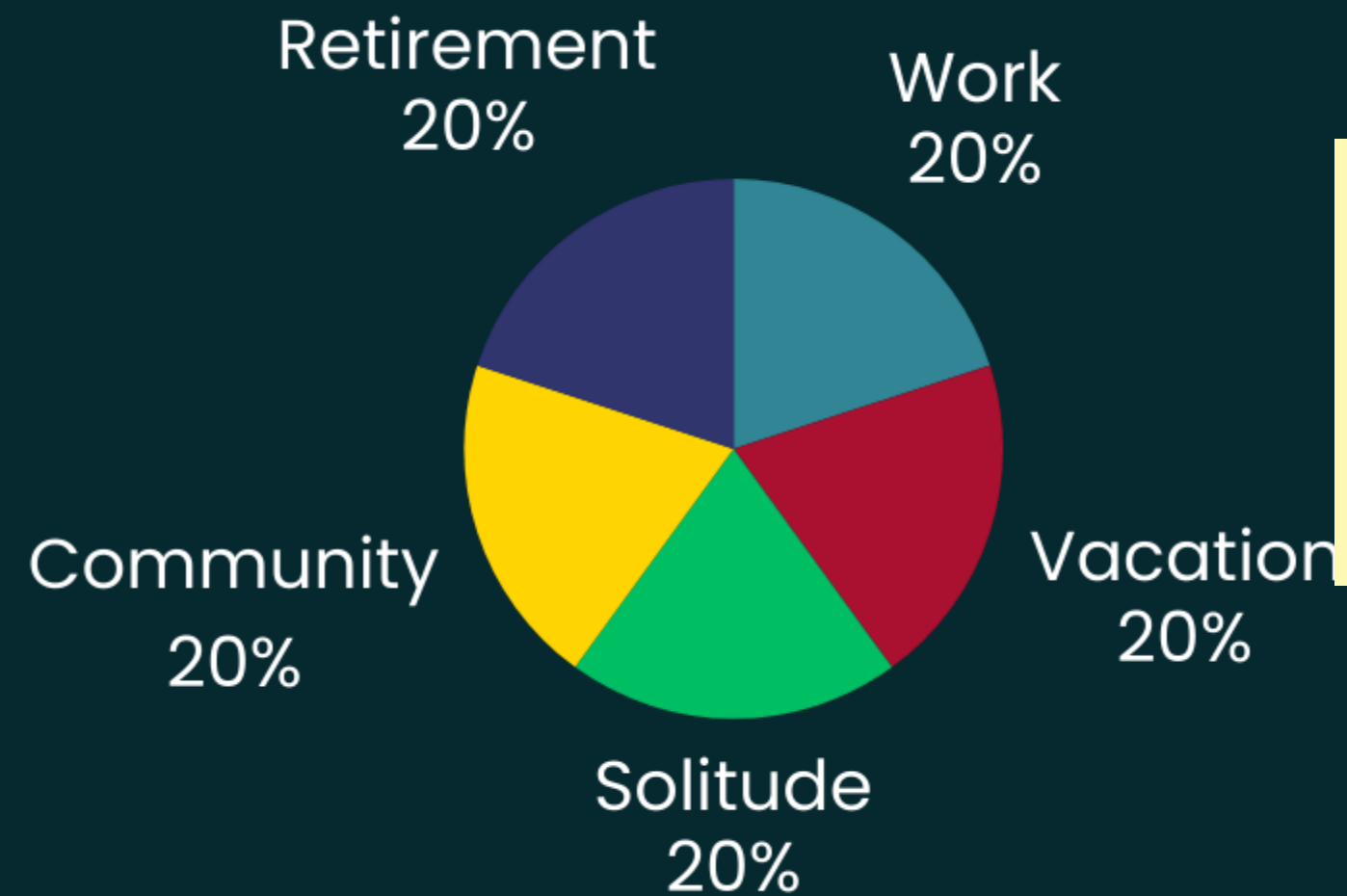


Intention 2:

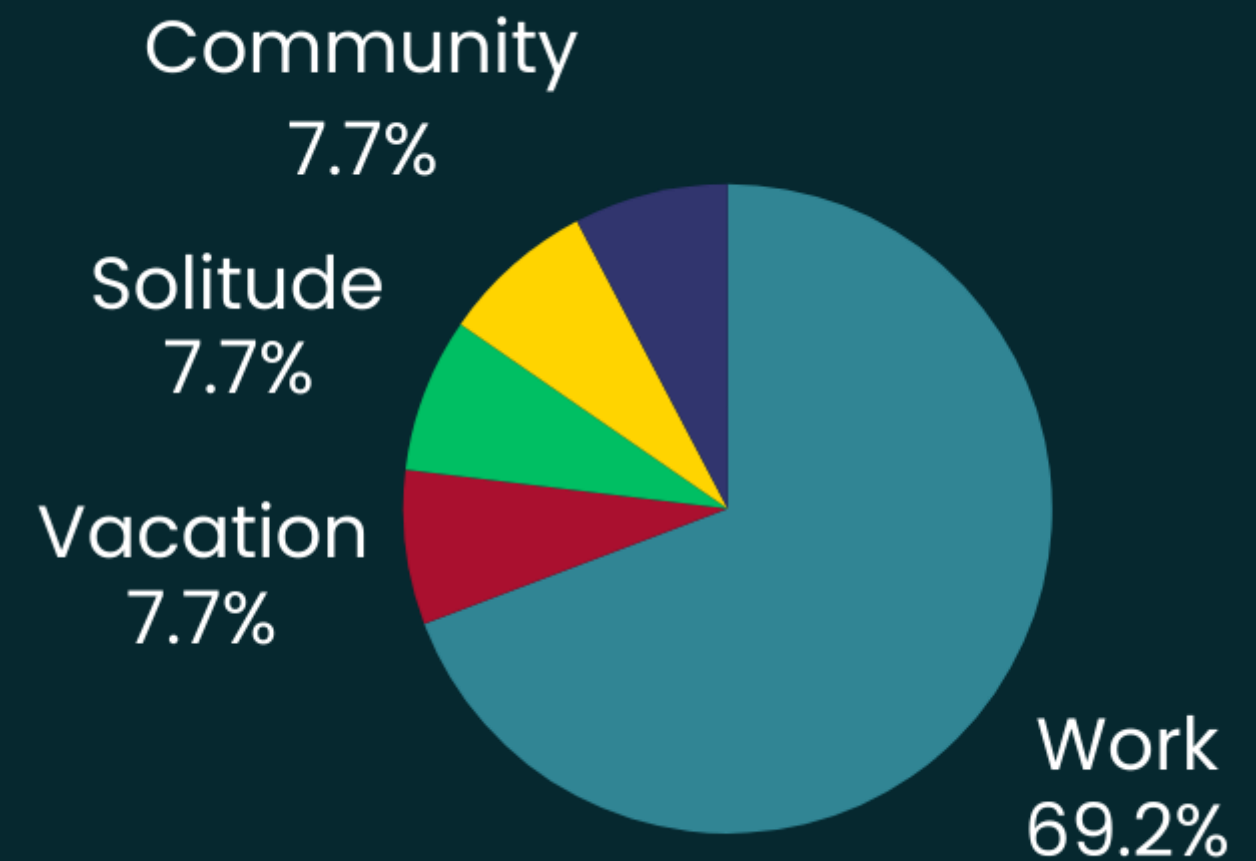
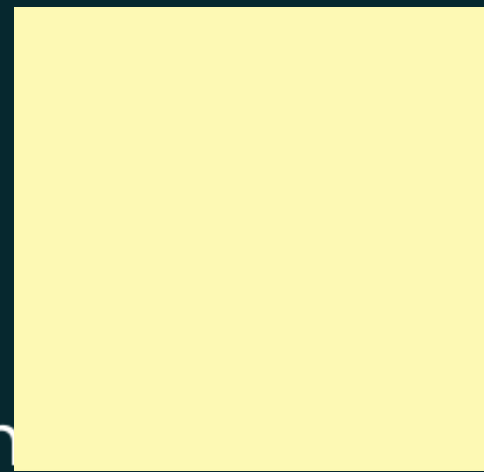
Enriching the work experience

1. Applying the wheel of life to the office

WHAT MAKES A LIFE FULFILLING?



FULFILLMENT



BURNOUT

WHAT MAKES WORK FULFILLING?

When employees feel they've lived a "full day" at work—including meaningful social interactions, learning, and moments of joy—they're less likely to feel depleted by the end of the day.

Examples:

- **Community:** Rotating Social & Learning Hours (Dedicated time for skill-building and team bonding)
- **Creativity:** Personal projects workers are passionate about
- **Solitude:** Strictly "No-Meeting" Hours for focused sessions
- **Vacation:** Micro-Retreats or Team Days (Create space for reset and long-term well-being)
- **Retirement:** Having consistent After-Action Reviews for areas of improvement and appreciation of successes



CASE STUDIES

Work-Life Balance Statistics for 2024: A Global Perspective

- 41% offer wellness programs that employees feel improve work-life balance
- Adding recognition and public support tools could reduce burnout among 31% of employees
- 85% of businesses that provide work-life balance opportunities report being more productive.
- Companies that offer a healthy work-life balance have 25% less turnover
- 95% of human resources professionals blamed the loss of good employees on job burnout

<https://hubstaff.com/blog/work-life-balance-statistics/#h-the-current-state-of-work-life-balance-2023-to-the-present>

LIFETIME IN A DAY BINGO

Tick the action you finished doing daily or weekly. It can be as little as 5 minutes

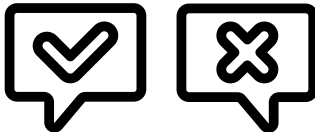
Fill in the empty boxes with activities you prefer!

e.g.

- Trying out a new hobby
- A new sport joining a
- community



Duplicate this page as many times as needed depending on whether you want to do it daily or weekly

MEANINGFUL WORK 		SOLITUDE 
	RETIREMENT 	
COMMUNITY & FAMILY 		VACATION 
	MOVEMENT 	



Intention 3:

Building Sustainable Resilience Systems

1. Reconnecting with canaries
2. Matching character strengths with organisational strengths

1. RECONNECT WITH OUR CANARIES



**List down signs do you notice when you or
your team is burning out?**

STAGES OF CANARY CRIES



Engaged:
Low to moderate degree
of exhaustion

Overextended:
high degree of
exhaustion

Disengaged:
high degree of
cynicism and apathy

Ineffective:
high degree of
ineffectiveness

Burnout:
High degree of
exhaustion and
cynicism

STRATEGIES TO EACH STAGE



Engaged:
Maintain performance
and monitor wellbeing.

Overextended:
80% Rule

Disengaged:
Reconnect with
people

Ineffective:
Define effectiveness
Focus on high impact

Burnout:
Immediate intervention
needed

SET EARLY MONITORING SYSTEMS

Reconnect with your organisation's wellbeing level

- Elect a wellbeing ambassador
- Monthly or quarterly check up surveys based on 5 stages
- ***'Ask once, act for months'*** protocol

4 - WEEK BURNOUT TRACKER

For each day this month, track your level of burnout from 1-5 based on the scores below:

1 - Engaged, Low to moderate degree of exhaustion and cynicism, moderate to high level of effectiveness

2 - Overextended, high degree of exhaustion due to overwork and overwhelm

3 - Disengaged, high degree of cynicism and lack of empathy for others (family and colleagues)

4 - Ineffective, high degree of ineffectiveness and feeling unproductive no matter how many successes you have

5 - Burnout, High degree of exhaustion and cynicism, low degree of effectiveness. Beyond tired, discouraged and alienated

Pay attention to when you're scores are increasing

WEEK 1:

								TOTAL SCORE	
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WEEK 2:

								TOTAL SCORE	
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WEEK 3:

								TOTAL SCORE	
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WEEK 4:

								TOTAL SCORE	
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2. MATCHING CHARACTER STRENGTHS WITH ORGANISATIONAL STRENGTHS



**Organisation's
strengths**



**HOW DO YOU FEEL IF YOU VALUE HONESTY, BUT
HAVE NO CHOICE BUT TO LIE TO SUCCEED IN
YOUR CAREER?**



**HOW DO YOU FEEL IF YOU VALUE CREATIVITY,
BUT HAVE TO SIMPLY FOLLOW ORDERS WITHOUT
QUESTION**



OUR CHARACTER STRENGTHS ARE THE GREATEST EXPRESSIONS OF OUR IDENTITY



Research in positive psychology says people will feel more useful and appreciated when we utilise the skills pre-existing within them

The science of happiness at work: How positive psychology can increase productivity

jiwa's self-discovery course utilises strengths

YOUR #1 **STRENGTH** IS...

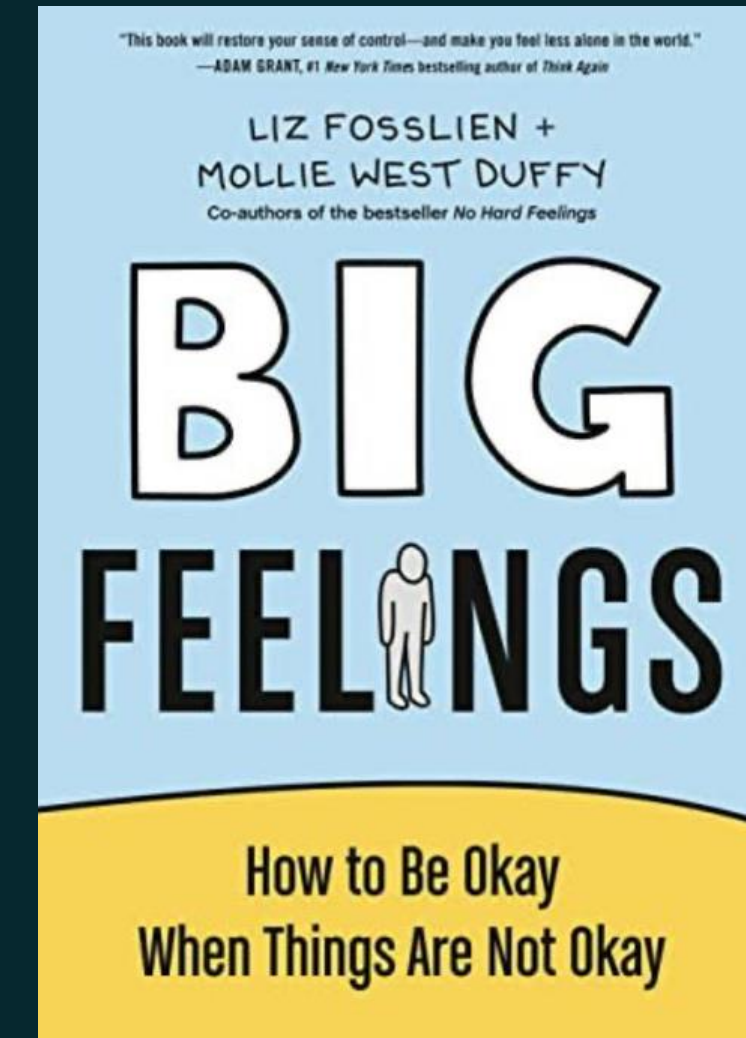
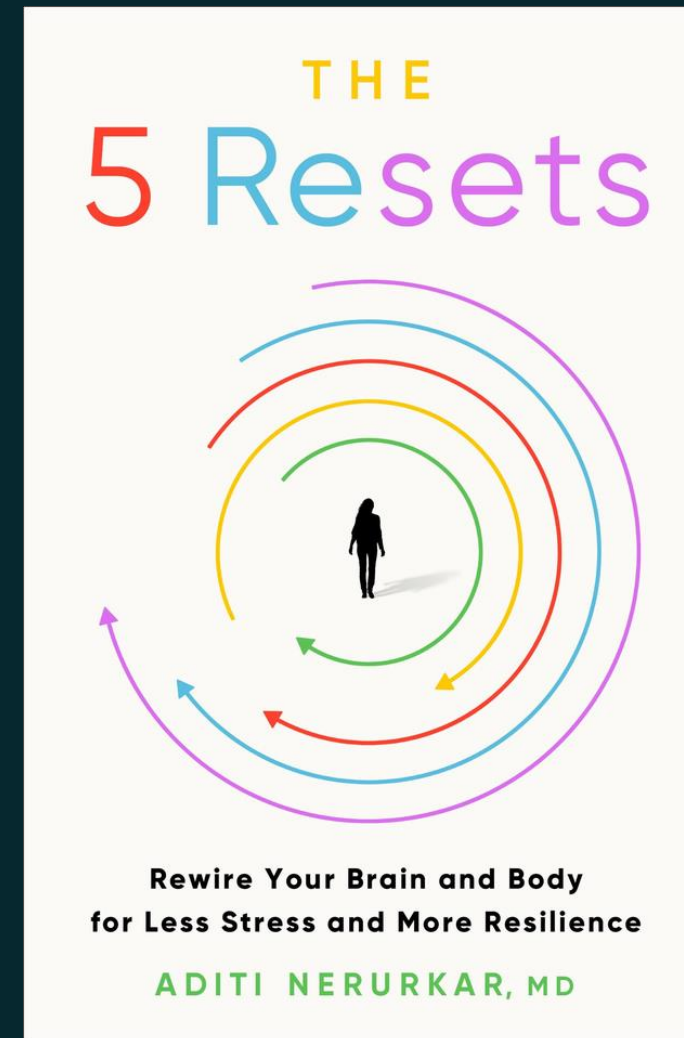
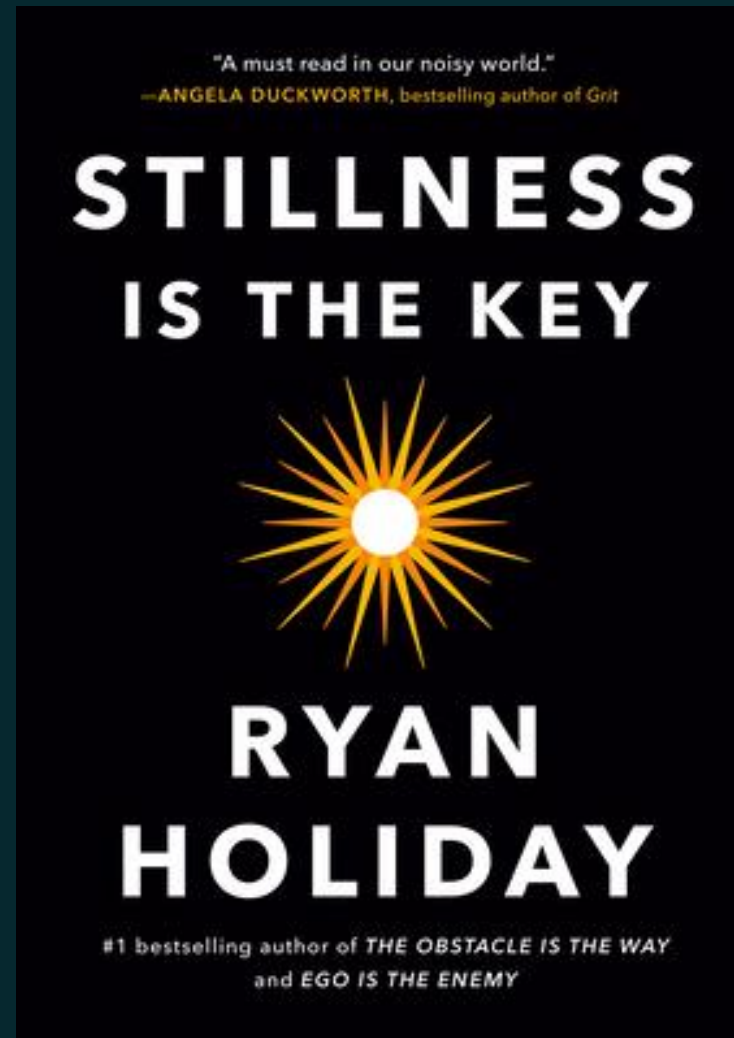
Creativity



my personal strength



REFERENCES AND RECOMMENDED BOOKS



LONG TERM SUPPORT AND RESOURCES



4 – WEEK BURNOUT TRACKER

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4 – Ineffective, high degree of ineffectiveness and feeling unproductive no matter how many successes you have
5 – Burnout, High degree of exhaustion and cynicism, low degree of effectiveness. Beyond tired, discouraged and alienated

Pay attention to when you're scores are increasing

WEEK 1:

TOTAL SCORE

WEEK 2:

TOTAL SCORE

WEEK 3:

TOTAL SCORE

WEEK 4:

TOTAL SCORE

DECISION FATIGUE RESET GUIDE



Purpose: Reduce mental exhaustion from constant decision-making by streamlining choices, prioritizing energy, and setting efficient decision-making systems.

1. Identify Decision Drains

- List all decisions made in a typical day (big and small).
- Highlight which ones cause the most stress or delay.

2. Automate the Repetitive

- Pre-plan meals, outfits, or routines to reduce unnecessary daily choices.
- Use checklists or templates for recurring tasks.

3. Set Decision-Making Hours

- Make important decisions in the morning when your mental energy is highest.
- Avoid making major choices when tired or overwhelmed.

4. Use the "Good Enough" Rule

- Not every decision needs deep analysis—if the choice is reversible, pick the best available option and move on.

5. Prioritize "High Impact" Decisions

- If a choice will matter a year from now, give it more thought.
- If it won't, make a quick call and move forward.



RECHARGE IN 5 EXERCISES

PURPOSE: RAPID STRESS RELIEF
TECHNIQUES DESIGNED FOR BUSY PROFESSIONALS

