

Burnout Prevention Plan

What Are Your Burnout Cues?

What tasks or situations leave me feeling most emotionally or physically drained?

When during my day or week do I feel most stressed?

What are my early signs that burnout might be setting in?

How Can I Set Better Boundaries?

When are my clear start and stop time for work?

When was the last time I actually took a full lunch or break?

Am I responding to messages or emails outside of work hours? Why?

What's one responsibility I can delegate or share this week?

What Nourishes Me?

What is one thing I can do daily that makes me feel recharged?

What activities can I do in less than five minutes to relax or slow down?

What \$5 or less treat lifts my mood?



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Who Is In My Corner?

Who can I talk to that "gets it" when I'm overwhelmed?

Which mentor or supervisor can I check-in with and have I done it lately?

Who can I text when I need a little encouragement?

What Needs to Change?

What's one small adjustment I can make to reduce my load this week?

Do I need to have a conversation with leadership about capacity or support?

These are the dates for a break, day off, or planning something restorative.

What's one new goal or opportunity that could bring energy back into my role?

How Am I Handling Emotional Fatigue?

What reminds me why I do this work?

When I feel emotionally tired, what helps me ground?

Am I allowing space for joy and fun, even in small moments?

