Set healthy boundaries to protect your peace and preserve your energy. Saying "no" is a powerful tool to protect your mental health and create a healthy work-life balance.

Professional ways to set boundaries



Communicate clearly and calmly: Explain your limitations politely and directly.

Offer alternatives: Suggest a different deadline or propose delegating tasks when possible.



Focus on your workload: If your plate is full, politely decline additional requests.



Respect others' boundaries as well.

Remember, self-care is not selfish. A well-rested, balanced you is a more productive and impactful you!

Activities like exercising, eating healthy, or talking to a trusted friend or family member can decrease stress. If you've tried healthy coping strategies and still feel overwhelmed, ask for help. Use one of these QR codes. If you or someone you know is struggling or in crisis, help is available. Call or text 988 or chat 988lifeline.org.









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