







Work-Life Balance Checklist







Assess your work-life balance by checking all the items you agree with and reflecting on the empty ones

PROFESSIONAL WELL-BEING

-  I am **engaged** and find **meaning** in my work
-  I have **enough control** over my work tasks and schedule
-  I actively pursue opportunities for **professional growth**
-  My **workload** is balanced and manageable
-  I cultivate **positive relationships** with colleagues
-  I receive regular **feedback** and **recognition** for my work
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Use this space to add other things that you find important to your professional well-being

PERSONAL WELL-BEING

-  I regularly **exercise** or engage in **physical activities**
-  I get enough **sleep** and take **breaks** to recharge
-  I spend uninterrupted quality **time with my loved ones**
-  I invest time in my **hobbies** and **personal development**
-  I can find time for **spontaneous activities** or **relaxation**
-  **My home** is a place where I can **relax** and **feel good**
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What else is important to maintain your well-being in your personal life? Write it here!

THINGS I CAN DO TO IMPROVE MY WORK-LIFE BALANCE:

1. _____

2. _____
