STATE OF NEW JERSEY
CIVIL SERVICE COMMISSION
EMPLOYEE ADVISORY SERVICE NEWSLETTER

Support • Empowerment • Growth

OCT

The New Jersey Civil Service Commission's **Employee Advisory Service (EAS)** Newsletter contains useful articles and information for managing various well-being and work-life issues in order to create a healthier, happier, and more productive workplace. EAS is committed to improving the quality of life for all New Jersey Civil Service employees by encouraging a good work-life balance.



UPCOMING WEBINAR

NAVIGATING CONFLICT: FOUR STEPS TO BETTER CONVERSATIONS AND STRONGER RELATIONSHIPS

About the Webinar

This important presentation provides a practical approach to identifying the needs of people during disagreement and conflict, respectfully gaining understanding of their opinion and goals, assessing the potential for compromise, and how to agree to disagree. In addition, the session will review communication approaches and skills crucial to maintaining and restoring relationships as you work through difficult conversations.

Date: Oct 22, 2026
Time: 2:00 - 3:00 pm

REGISTER NOW

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SELF-CARE IN SMALL DOSES

By Kendra Bylsma, Director of Wellness at AllOne Health

"Health is the crown on the well person's head that only the ill person can see."

There's a great deal of truth in that adage. We often take our health for granted until we lose it. And then we spend the best hours of our best days trying to get it back. However, a better approach would be to preserve and nurture our health—while we still can.

When we are healthy, we are happier. When we feel better about ourselves, we treat others better. And when we feel stronger physically, we are tougher mentally.

Being healthy helps you breathe through it all. It helps you manage stress. It gives you more energy. It helps you sleep better, think better, and love better. Yet, many of us already know this but are still not taking care of ourselves, as holistically or frequently as we should.

Understanding self-care

Self-care is an activity that strengthens, nourishes, or develops who we are at our core. And while we often think that self-care is just physical activity or eating more vegetables, it encompasses so much more.

Self-care should be intentional each day, meaning that you slow down enough to listen to what you need most. On days when you are feeling physically exhausted, exercise your mind. And on days when you are feeling mentally exhausted, exercise your body.

Self-care takes consistency and patience, two values that seem to go against the status quo these days. Many of us throw in the towel because we don't think we see results fast enough or it will take too long to feel a significant change.

Robin Sharma, a best-selling author and leadership expert, once said, "a great life is not built by revolution but by evolution." Small and steady wins the race. What you do every single day is simply your life in miniature, so consider looking at self-care in 24-hour pockets of time.

The following small doses of self-care are simple and non-glamorous. But when compounded over time, they can radically change the way you live your best days:



Breathe deeply.
Movement is breath; breath is movement. When you walk, when you stretch, or when you sit at your desk, breathe fully through your lungs for six seconds; hold, and then exhale for eight seconds. Repeat for one minute throughout the day to calm your parasympathetic nervous system.

Walk frequently.
Break up your day with mini walk breaks to reset your cognitive and emotional health. When you get stuck in a project or emotion, take a short walk.

Laugh more.
Not only do these keep the weight off but when we are happy, we are more motivated in all areas of life to take care of ourselves.

Press Reset.
So you had a bad day. What's the best way to hit reset? Sleep. Sleep erases the stress of yesterday and gives you a clean slate. Turn off tv, swap that glass of wine for cozy pajamas, and get off your device. Sleep is one of the most effective yet overlooked forms of self-care needed today.

Self-care doesn't require a complete lifestyle overhaul. It begins with one small, intentional choice—followed by another tomorrow. Take care of yourself in the ways available to you today, and over time, those ordinary moments will become the foundation of a healthier, happier life.



Source: https://allonehealth.com/insights/self-care-in-small-doses/



STAYING CONNECTED IS VITAL TO OUR MENTAL HEALTH

When facing work's challenges and stresses, nothing is more crucial to our success than holding on to the people around us. Yet when the alarm bells go off, we typically lose sight of this and try to go it alone.

We've all been there: A daunting project gets dropped on us and we get consumed with worry that we'll fail to meet its demands. As the deadline looms and pressure mounts, we start eating lunch at our desk, working late, and even through weekends.

We have no time for casual Zoom chats or nonessential calls. Our emails grow impersonal. As for family and friends? Well, they're often the first to go when we enter crisis mode.

At this point, one of two things generally happens: We either fail to finish the project or we power through it, only to be rewarded immediately afterward with another challenging project. But at this point, we have no oxygen left in our tanks. We feel miserable, dejected, overwhelmed. Worst of all? We're all alone.

When discussing wellness, it's important to acknowledge that human beings have a biological need for social support. In fact, researchers have found a connection between social isolation and an increased risk for hypertension, especially among women. In the book "Loneliness," the author discusses how a lack of social connection is as deadly to our health as diabetes and heart disease.

We need each other, today more than ever before. Taking care of yourself means allowing others to fill in the gaps and bring their best talents to fill your cup. If you're taking yourself too seriously, find a friend who can help you laugh. If you're worrying too much, find a mentor who can guide you through your emotions.

Whether you are an introvert or extrovert, we all need to feel connected. In fact, feeling connected is the No. 1 predictor for happiness in life. To boost your wellness, intentionally plan one night a week with family or friends, just like you would schedule a workout.

Intentionally, reach out to someone who could use a friend today. Happiness boomerangs happiness, so pay it forward by staying connected, one intentional act at a time.

Source: https://allonehealth.com/insights/staying-connected-is-vital-to-our-physical-health/

6 STRATEGIES FOR BOOSTING YOUR EMOTIONAL WELLNESS



October is Emotional Wellness Month—and an opportunity to remember that caring for your emotional well-being is just as important as caring for your physical health.

Most people know that eating a balanced diet, exercising regularly, and getting enough sleep can strengthen physical health. Emotional wellness also benefits from intentional care. It shapes how we understand and express our feelings, respond to stress, maintain relationships, and adapt when life does not go as planned.

Being emotionally well does not mean feeling happy all the time or never struggling. It means becoming more aware of your emotions, responding to them in healthy ways, and developing the tools and support needed to move through life's challenges.

Consider these strategies for strengthening your emotional wellness:

Choose the positive.
A positive mindset does not require ignoring difficult emotions. Instead, make room for what is going well alongside what is difficult. Notice good deeds, healthy habits, and supportive relationships. Spend time doing things that feel meaningful and fulfilling, and practice speaking to yourself with the same kindness you would offer someone you care about.

Reduce the impact of long-term stress.
Stress is a natural part of life, but ongoing stress can affect your mood, sleep, energy, and physical health. Protect time for rest, regular movement, and supportive relationships. Set realistic priorities, create boundaries where you can, and include activities in your routine that help your mind and body relax. Seek additional support when stress begins to feel unmanageable.

Improve your quality of sleep.
Sleep plays an essential role in emotional regulation and resilience. Try to maintain a consistent bedtime and wake-up time, and make your sleeping environment as dark, quiet, and comfortable as possible. Limit electronics before bed, and avoid alcohol, nicotine, and stimulants late in the day. If sleep problems continue, consider speaking with a healthcare professional.

Become more mindful.
It is easy to move through the day on "autopilot." Mindfulness invites you to pause and notice what is happening within and around you without immediately judging it. Pay attention to your breathing, the sensations in your body, or the sights and sounds around you during a walk. Even everyday activities, such as eating a meal or washing your hands, can become opportunities to slow down and reconnect with the present moment.

Learn to cope with loss.
Loss can take many forms, and there is no single right way or timeline for grieving. Give yourself permission to feel what you feel, care for your basic needs, and talk with someone you trust. When possible, avoid making major decisions during the most intense stages of grief. Some people also find comfort through grief support groups or professional counseling.

Strengthen social connections.
Supportive relationships can have a powerful effect on both emotional and physical health. Make time to nurture connections with romantic partners, family members, friends, coworkers, and neighbors. Reach out to someone you miss, share how you are really doing, or offer your attention to someone who may need it. Small moments of genuine connection can make a meaningful difference.

Emotional wellness is not something we either have or do not have—it is something we can continue to build. Start with one small practice that feels manageable and repeat it consistently. Over time, those everyday choices can help you feel more grounded, connected, and prepared to meet life as it comes.



Source: https://allonehealth.com/insights/6-strategies-for-boosting-your-emotional-wellness/

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UPCOMING WEBINARS

REGISTER TODAY



EAS FINANCIAL WELLNESS SERIES

Mastering Credit Management

Date / Time

- October 20th, 2026
- Session A: 11am – 12PM
- Session B: 2pm – 3pm

About this webinar:

Financial wellness webinar that covers "Credit Card Makeover" and "Understanding Credit" to help participants improve their credit knowledge and management skills.

EAS MANAGERS / SUPERVISORS WEBINARS

Stepping Into Supervision: Navigating Relationships, Boundaries & Expectation

Date / Time

- October 22nd, 2026
- 11:00 AM – 12:00 PM

About this webinar:

Becoming a supervisor often means navigating new expectations while managing relationships with people who were once your peers. This includes increased responsibilities, difficult conversations and uncertainty about how to lead effectively. This important session will provide new supervisors with strategies for managing the challenges of a new supervisory role and maintaining positive relationships.

EAS EMPLOYEE WEBINARS

Navigating Conflict: Four Steps to Better Conversations and Stronger Relationships

Date / Time

- October 22nd, 2026
- 2:00 PM – 3:00 PM

About this webinar:

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How Can We Help You?

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MASTERING CREDIT MANAGEMENT

Lunch & Learn

Q4 Financial Wellness Webinar

A financial wellness webinar that covers "Credit Card Makeover" and "Understanding Credit" to help participants improve their credit knowledge and management skills.

Tue Oct 20th

- **Session A: 11am – 12noon**
- **Session B: 2pm – 3pm**

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