



STATE OF NEW JERSEY CIVIL SERVICE COMMISSION

EMPLOYEE ADVISORY SERVICE NEWSLETTER

Support • Empowerment • Growth

JUNE

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.

conflict resolution

UPCOMING WEBINAR

FOUR STEPS TO RESOLVING CONFLICT AND RESTORING RELATIONSHIPS

About the Webinar

Elevated stress has become the norm, but it doesn't have to derail your productivity or peace of mind. This solution-focused session delivers concrete strategies for managing your stress response more effectively. Through deliberate stress management techniques, emotional intelligence development, and better utilization of your professional and personal resources, you'll learn to not just survive stress—but thrive despite it.

Date: June 25, 2026

Time: 2:00PM - 3:00PM



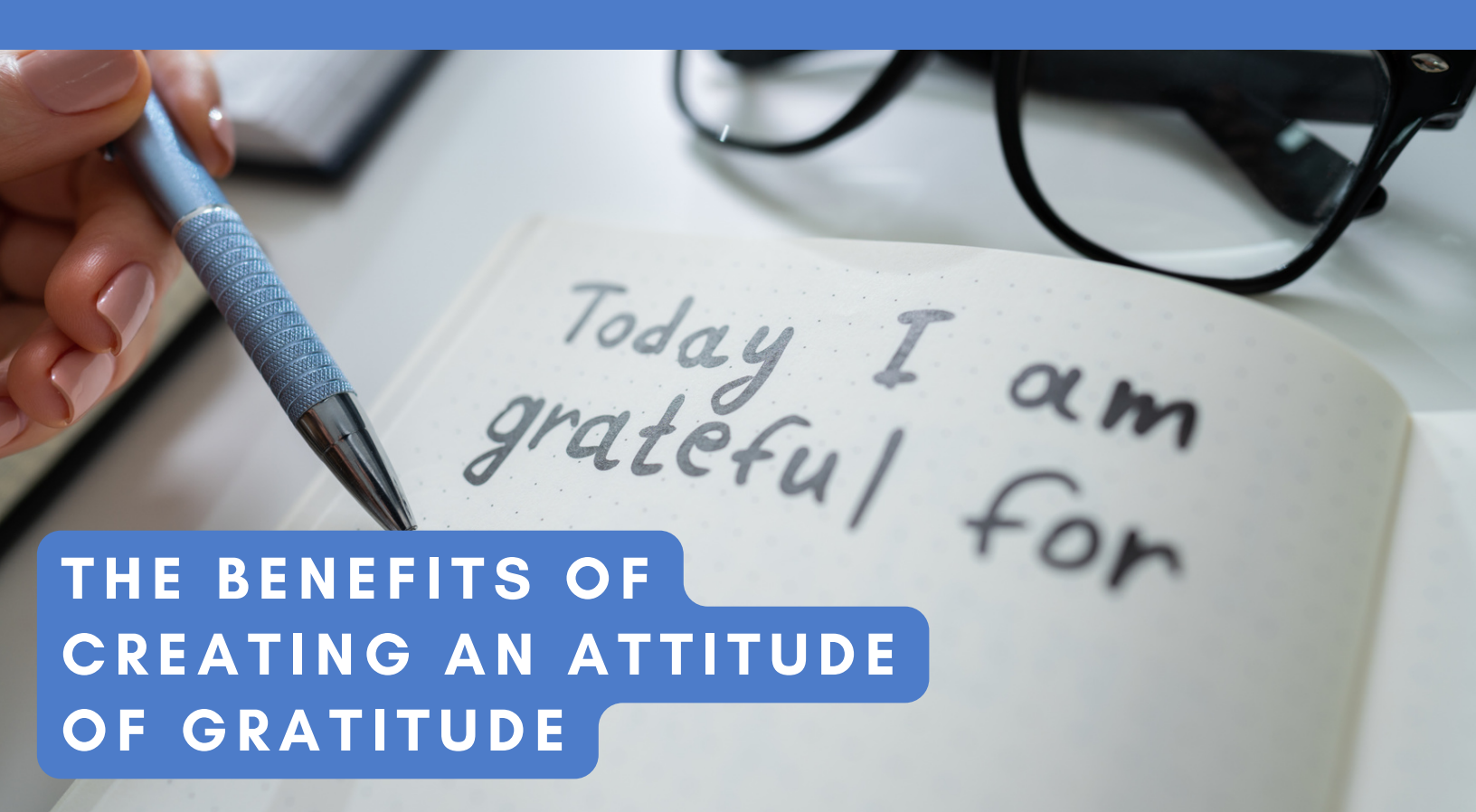
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THE BENEFITS OF CREATING AN ATTITUDE OF GRATITUDE

Many people spend a large part of their lives striving for more—more success, more stability, more achievement, or more certainty about the future. While ambition and motivation can be positive forces, they can also contribute to stress and pressure. In the middle of busy schedules and everyday responsibilities, it can be helpful to pause and reflect on what you already have and what you’ve already overcome or accomplished.

Developing a mindset of gratitude can help you recognize and appreciate the good that already exists in your life. Gratitude does not mean ignoring challenges or pretending difficult situations do not exist. Instead, it means intentionally creating space to notice moments of comfort, connection, growth, and resilience—even during stressful times.

When you can repeatedly recognize and appreciate the good, you can develop positive thinking patterns that can help influence your moods, behaviors, and other aspects of life. This, in turn, can help you manage life’s challenges more effectively.

Here are some of the many benefits of developing an attitude of gratitude:

Better emotional control.

By recognizing and appreciating your strengths and the people and resources available to you, you are more likely to act proactively. By taking the initiative, you become more resilient in managing stress and reducing the impact it can have on your emotions and behaviors.

Healthier relationships.

Practicing gratitude has been shown to enhance relationships by helping people become more empathetic, generous, and less aggressive and competitive. Healthier relationships, in turn, can lead to improved happiness and decreased loneliness.

Better sleep and overall wellness.

Focusing on gratitude, especially while falling asleep, can help you sleep more soundly and have fewer sleep disturbances. This, in turn, can help improve your overall health.



Here are a few strategies to make gratitude part of your everyday life:

Keep a gratitude list

Start your day and end your day by focusing on the positives. Look around you and appreciate the positive things in life—They do not have to be extraordinary moments; even small comforts, supportive people, or simple routines can make a meaningful difference.

Learn to recognize the positive, even in challenging situations.

Stressful situations can make it hard to see beyond immediate challenges. Taking a moment to pause, breathe, and recognize your strengths or available support can help create perspective.

Try to pay it forward.

Small gestures of support, encouragement, or generosity can positively impact both others and yourself. Helping others often strengthens connection and creates a greater sense of purpose and community.

Practicing gratitude can be a valuable form of self-care and an important reminder that even during difficult seasons, there are still moments of growth, connection, and hope to hold onto. Life will always include challenges, but learning to recognize moments of goodness along the way can help build resilience, strengthen relationships, and create a greater sense of balance and fulfillment over time.





WHEN STRESS DOESN'T STOP

While stress is a normal, and even healthy, part of life—not all stress is the same. Acute stress is short-term and triggers the body's stress response (fight, flight, or freeze) as a survival mechanism. This can include quick breathing, sweating, a racing heartbeat, muscle tension, or freezing up as the body works to protect itself. Once the stressor passes, the body typically returns to its normal baseline.

Chronic stress, however, keeps the body's stress response activated for longer periods, making it difficult to fully relax and recover. Over time, persistent stress can contribute to physical and emotional health concerns such as sleep difficulties, digestive issues, high blood pressure, anxiety, and depression.

Conduct Regular Self Check-Ins

Awareness is important. Take the time to sit down and check in on mood, feelings, energy levels and behavior patterns. Notice if any changes in sleep, eating habits, and concentration have occurred. Recognizing the signs of stress can help you identify coping strategies that best support your needs.

Practice Digital Mindfulness

Turning off notifications, charging phones outside the bedroom, and setting reasonable screen time limits can help reduce information overload and give the mind needed rest.

Stick to a Sleep Schedule

Consistent sleep routines help regulate the body clock and improve sleep quality. A calming nighttime routine—such as reading, meditation, a warm bath, or aromatherapy—may help the body unwind.

Keep Perspective

Taking a deep breath, connecting with a loved one, enjoying a simple pleasure, having a good laugh, and practicing gratitude are all little ways to help feel more grounded in the face of stress. Patience is hard, especially when things feel uncertain or out of control, but it helps to keep perspective while working through difficult situations.

If chronic stress begins to impact daily life, relationships, work, or overall well-being, it may be helpful to seek additional support. Talking with a trusted friend, healthcare provider, counselor, or mental health professional can provide guidance and helpful coping tools. Small, consistent steps toward rest, balance, and self-awareness can make a meaningful difference over time.



PROMOTING MINDFUL COMMUNICATION

Mindfulness is the practice of being aware and fully present in the current moment. It's the ability to observe the world around you while also recognizing your own thoughts, feelings, and reactions without immediately judging or reacting to them. When practicing mindfulness, you are better able to pause, reflect, and respond thoughtfully rather than impulsively.

Mindfulness is a skill that can be developed over time and strengthened through practice. While it may not eliminate stress, it can help people navigate stressful situations with greater clarity, patience, and emotional balance. Mindfulness can also improve communication, strengthen relationships, and support overall emotional well-being. To communicate mindfully—and effectively—consider the following tips:

Seek to understand other people's differences and perspectives.

Everyone brings unique experiences, backgrounds, values, and communication styles into conversations. Taking a moment to consider another person's perspective can help create more understanding, empathy, and meaningful connection.

Be aware of your words and body language.

Communication is not only about what is said, but also how it is said. Tone of voice, facial expressions, posture, and gestures can all influence how messages are received. Choosing clear, respectful language and being mindful of nonverbal cues can help reduce misunderstandings and create more positive interactions.

Listen and ask clarifying questions.

Mindful communication involves active listening. Give your full attention when someone is speaking, rather than thinking ahead to your response or becoming distracted. Paying attention, reflecting on what is being said, and asking thoughtful questions can help improve understanding and show others they are being heard and valued.

Focus on managing your reactions.

While we cannot control every situation or the actions of others, we can learn to better manage our own responses. During moments of frustration, stress, or conflict, taking a pause to breathe and regroup can help prevent reactive communication. Creating even a small moment of space before responding can lead to calmer, more productive conversations.



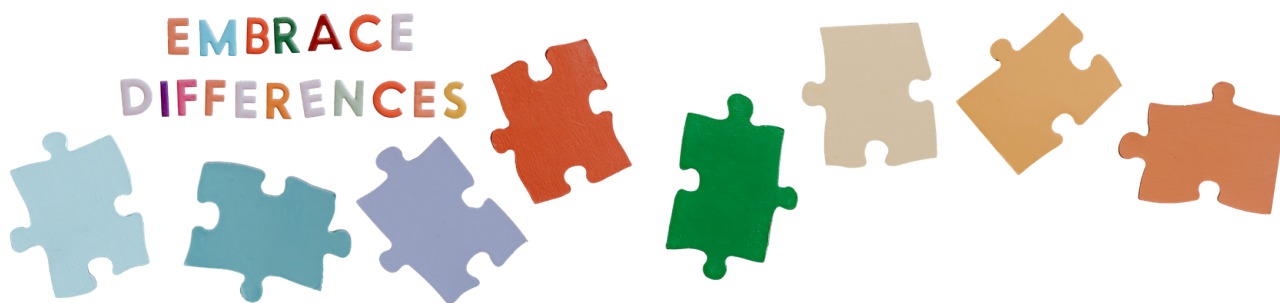
Practice staying present.

It is easy to become distracted by worries about the future or frustrations about the past. Mindfulness encourages people to gently bring their attention back to the present moment. Small practices—such as focusing on breathing, taking a short walk, or briefly checking in with your thoughts and emotions—can help build awareness and reduce stress over time.

Learning to understand ourselves and others, strengthen relationships, and manage emotions is a lifelong process. Mindfulness is not about being perfect or calm all the time; it is about becoming more aware, intentional, and compassionate in how we respond to ourselves and the world around us. Even small moments of mindfulness practiced consistently can help create a greater sense of balance, connection, and resilience in everyday life.



Life will always include uncertainty, challenges, and moments of stress, but mindfulness can serve as a helpful tool for navigating those experiences with greater balance and resilience. By practicing mindfulness consistently, people can create more space for calm, connection, gratitude, and intentional living, even during busy or difficult seasons of life.





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EMPLOYEE ADVISORY SERVICE

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UPCOMING WEBINARS

EAS Supervisor/Manager Webinar

How to Give Difficult Feedback to Your Employees

Date / Time

- June 25, 2026
- 11:00 AM – 12:00 PM

About this webinar:

Successful leaders have the ability to skillfully discuss difficult or stressful topics with their employees. This important presentation will provide several practical strategies for having these challenging conversations more effectively including building connections with employees, being more collaborative in our approach, and handling disagreement respectfully.

REGISTER TODAY



EAS Employee Webinar

Four Steps to Resolving Conflict and Restoring Relationships

Date / Time

- June 25, 2026
- 2:00 PM – 3:00 PM

About this webinar:

Elevated stress has become the norm, but it doesn't have to derail your productivity or peace of mind. This solution-focused session delivers concrete strategies for managing your stress response more effectively. Through deliberate stress management techniques, emotional intelligence development, and better utilization of your professional and personal resources, you'll learn to not just survive stress—but thrive despite it.

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Your privacy is important to us. We are committed to and are required by law to maintain the privacy of your information. All services offered are guided by professional and ethical standards. Download our [NOTICE OF PRIVACY PRACTICES](#) to learn more.

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How Can We
Help You?