



# STATE OF NEW JERSEY CIVIL SERVICE COMMISSION

February  
2025

## EMPLOYEE ADVISORY SERVICE NEWSLETTER

*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

#### HOW TO DEAL WITH ANXIETY IN THE MIDST OF STRESSFUL CIRCUMSTANCES

##### *About the Webinar:*

This past year, our world has been faced with a series of difficult and stressful circumstances that have left many of us feeling anxious. This timely session will discuss several practical approaches to dealing with anxiety including managing our self-talk, expressing our emotions, and seeking appropriate support from others.

**Date: February 27, 2025**  
**Time: 2:00-3:00 PM**



**REGISTER NOW**

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## UNDERSTANDING ANXIETY

Anxiety—like many things—is a normal part of everyday life. It's common to feel anxious, nervous, or on edge from time to time, especially when facing uncomfortable or stressful situations. Anxiety is what inspires us to study harder and practice new skills.

However, anxiety *disorders* occur when you feel frightened, distressed, and uneasy all the time. Left unaddressed and untreated, anxiety disorders can get worse over time, interfering with work, relationships, and overall quality of life.

In the United States, anxiety disorders are among the most common mental illnesses. According to the [National Institutes of Mental Health](#), 19% of U.S. adults experienced an anxiety disorder in the past year, and an estimated 31% will experience an anxiety disorder at some point in their lives.

Symptoms common to most anxiety disorders include:

- Feeling restless and unable to focus or concentrate
- Feeling tired, irritable, short-tempered
- Unable to sleep or get restorative sleep
- Frequent and unexplained headaches, muscle aches, or stomachaches

Researchers continue to study the causes of anxiety disorders. Mental Health America explains that anxiety disorders may have a biological basis and run in families, much like allergies or diabetes. Other risk factors besides genetics include brain chemistry, personality, and life events. Anxiety disorders can also be related to trauma, where the anxiety serves as a protective measure even though the danger is gone.

**There are many different types of anxiety disorders. These are the most common:**

- **Generalized anxiety disorder (GAD)** involves chronic, exaggerated worry about routine events and activities. It can persist for months if not years.
- **Obsessive-compulsive disorder (OCD)** involves repeated, intrusive, and unwanted thoughts or rituals that seem impossible to control.
- **Panic disorder** is characterized by frequent and unexpected panic attacks, which are sudden feelings of terror that strike without warning and often involve physical symptoms, such as heart palpitations, chest pain, shortness of breath, sweating, dizziness, and abdominal discomfort.
- **Specific phobias** are an extreme and irrational fear of things or situations that pose no actual or immediate danger. Examples include a fear of flying, heights, blood, spiders, or certain animals, such as dogs or snakes.
- **Post-traumatic stress disorder** often involves recurring or persistent nightmares, flashbacks, numb emotions, and other mental health concerns stemming from a traumatic event.
- **Social anxiety disorder** occurs when people avoid social situations because they worry about feeling judged, embarrassed, humiliated, or scrutinized by others.



## Tips for addressing anxiety

When addressing anxiety, it's helpful to remember the mind-body connection and how your thoughts, feelings, and emotions influence your physical health—and vice versa. You can make great strides in managing anxiety by integrating healthy eating, mindfulness, yoga, and physical activity into your daily life. Counseling, support groups, and medications also help.

If you would like additional support and guidance, reach out to EAS. We are here to help. Services are free and confidential.

*Sources: National Institute of Mental Health and Mental Health America*

*Source: <https://allonehealth.com/insights/understanding-anxiety/>  
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## DRIVING POSITIVE CHANGE BY NURTURING THE MIND-BODY CONNECTION

Whatever your goals and ambitions are for the year ahead, EAS is here to help—with an array of support and services that can help strengthen *all* aspects of your health *and* life. We recognize the importance of the mind-body connection—and how your mind (thoughts, beliefs, attitudes, moods, and emotions) influences your body (chemistry and biology)—and vice versa, both positively and negatively.

For instance, chronic stress or negative emotions can lead to physical symptoms like headaches, muscle tension, or even weakened immunity. Meanwhile, physical activity and proper nutrition can enhance your mood and bring mental clarity.

By nurturing the mind-body connection, you can create a positive feedback loop, where one aspect of your health influences the others, making you stronger overall—and more resilient.

Here are a few ways you can nurture and strengthen your mind-body connection and drive positive change in the year ahead:

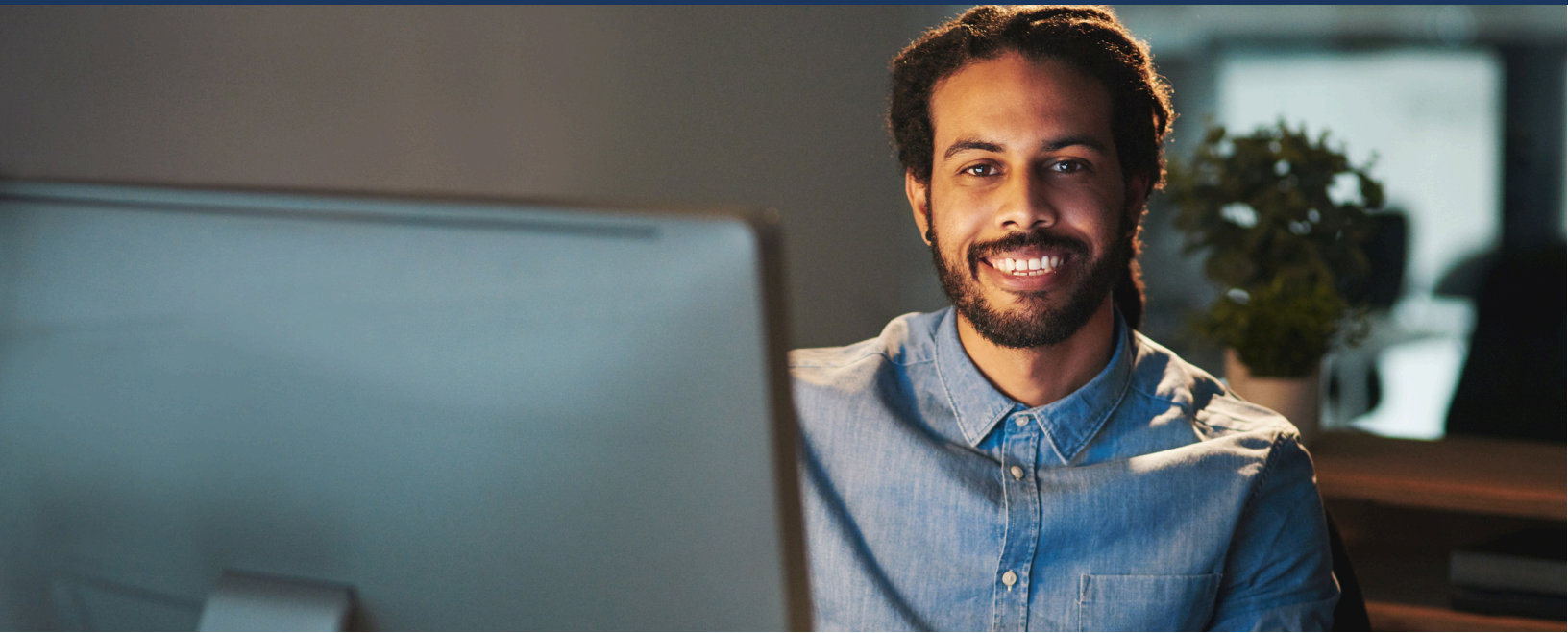
- **Consider mental health support.** Mental health counseling can help you manage stress, anxiety, depression, and relationship issues. You can also learn about mindfulness and relaxation techniques, which can help you reduce stress and its impact on your physical health.
- **Maintain social relationships.** Strong social ties reduce stress, boost resilience, and promote a sense of belonging, all of which contribute to your overall health. Conversely, social isolation can increase your risk of mental health challenges and physical illnesses.
- **Improve your diet and exercise.** Physical activity is known for boosting your mood, while a balanced diet helps fuel the brain and body, stabilizing energy and improving emotional regulation.
- **Address your financial and legal concerns.** Legal and financial challenges can cause stress and worry; therefore, it's important to address them. Seek support through online and local resources for issues related to budgeting, buying a home, paying off debt, saving for retirement or tuition, and personal legal concerns, such as estate planning, wills, real estate, bankruptcy, and divorce.
- **Strengthen your home life** by improving your work-life balance and seeking assistance with things like child care, elder care, special needs support, etc.

Source: <https://allonehealth.com/insights/driving-positive-change-by-nurturing-the-mind-body-connection/>  
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# THE POWER OF PURPOSE, PERSPECTIVE, AND PERSEVERANCE



Life is an exciting journey. But sometimes the final destination may seem unclear, and you find yourself wondering: Is this the right path for me? What do I *really* want from work? From life?

Thoughts like these can be stressful and unsettling. However, it's helpful to understand that they're part of the process.

Finding meaning, direction, and a sense of purpose in life seldom happens all at once. They're more likely to be *revealed* to you, especially when you're not actively searching.

If you find yourself stuck in a period of deep questioning, consider the following tips. They can help alleviate some of the stress and help you maintain a healthy outlook and perspective:

- **Acknowledge and accept the process.** Remind yourself that it's okay to feel uncertain. Questioning helps you shape your identity, discover your strengths, and find your place in the world.
- **Pay attention to the little things.** Let yourself grow, adapt, and explore. What experiences do you find most interesting, engaging, and absorbing? Let these feelings guide you.
- **Focus on *values*, not just goals.** Be honest with yourself in recognizing what's important to you and what energizes you. What do you find meaningful?
- **Progress is a process.** Remind yourself that it's helpful to take small, meaningful steps every day.

Life is a journey with many stages. At this point in life, you're looking for opportunities that nurture and sustain you. This helps to create a positive feedback loop that helps you boost your energy and persevere through life's challenges.

Source: <https://allonehealth.com/insights/the-power-of-purpose-perspective-and-perseverance/>  
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# Employee Advisory Service UPCOMING WEBINARS

## Supervisors / Managers

### How to Effectively Supervise a Hybrid Work Team



REGISTER NOW



#### Date / Time

- Feb. 27, 2025
- 11:00 – 12:00 PM

#### About this webinar:

This important session will review the core management and leadership skills necessary to ensure that hybrid employees are engaged and productive. Covered topics will include methods for keeping hybrid workers more connected, suggestions for establishing a consistent communications rhythm, and strategies for coaching and managing hybrid worker performance.

## Employees

### How to Deal with Anxiety in the Midst of Stressful Circumstances



REGISTER NOW



#### Date / Time

- Feb. 27, 2025
- 2:00 – 3:00 PM

#### About this webinar:

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Employee Advisory Service (EAS)  
*Support - Empowerment - Growth*

Your privacy is important to us. Your confidentiality is protected by state and federal law and regulations. All of the services offered are guided by professional and ethical standards. Contact us to learn more.



EAS\_Help@csc.nj.gov



866- 327-9133



<https://nj.gov/csc/employees/advisory/>

How Can We  
Help You?



# Employee Advisory Service

*Support - Empowerment - Growth*



## DID YOU KNOW?



### EMPLOYEE ADVISORY SERVICE (EAS) CAN HELP STRENGTHEN YOUR RELATIONSHIPS.

Good relationships don't necessarily just happen. Developing and maintaining healthy partnerships with your spouse, family, friends and colleagues takes time, effort and understanding.

From improving communication skills, learning to give and take, and respecting one another to making time for yourself, problem-solving, having fun together, and more, EAS can provide guidance and helpful support. Call the Helpline today for confidential assistance.

#### Available Features

- 24/7 in-the-moment telephonic support
- Individual, marital and family counseling
- Information on pre-marital and marital counseling
- Referrals to local resources



**Contact EAS Today for  
Confidential 24-hour Support**



Helpline: (866)- 327-9133



Email: [EAS\\_Help@csc.nj.gov](mailto:EAS_Help@csc.nj.gov)



<https://nj.gov/csc/employees/advisory/>





# Employee Advisory Service

*Support - Empowerment - Growth*

## EAS OUTREACH PROGRAM

Employee Advisory Service (EAS) is a program designed to assist employees and their dependents with personal, family, or work-related issues that may adversely impact their work performance. EAS provides confidential assessment, counseling, and referral services to help restore the health and productivity of employees and the workplace as a whole.

Here are some key points about EAS:

- **Purpose and Scope:**

- EAS supports both employees and their household members.
- It addresses a wide range of issues, including personal, family, and work-related challenges.
- The goal is to provide timely and effective assistance while maintaining confidentiality.

- **Services Offered:**

- *Assessment:* Employees can self-refer or be referred by their Appointing Authority for an intake/assessment session with a counselor.
- *Counseling:* Professional counselors collaborate with regional providers to offer services throughout New Jersey.
- *Referral:* EAS helps connect individuals with appropriate resources based on their needs.

- **Benefits for Employers:**

- Employers can benefit from EAS services by promoting employee well-being, effectiveness, and efficiency.
- EAS offers webinars and events focused on various topics relevant to employees and supervisors/managers.

If you have any concerns or need support, consider taking advantage of the resources provided by EAS. Our Outreach Team will visit your agency to inform employees about the free benefits that we provide, and how they can request our services. Ask your Human Resources Department to schedule an information session for your team today.



**NUMBER:**

1-866-327-9133

**EMAIL:**

EAS\_HELP@CSC.NJ.GOV

**24 HOURS A DAY 7 DAYS A WEEK**  
(EMERGENCY MENTAL HEALTH SERVICES)

