



STATE OF NEW JERSEY CIVIL SERVICE COMMISSION

March
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 MORE EFFECTIVELY RESPOND TO STRESSFUL SITUATIONS

About the Webinar:

During these difficult times, stress levels have been higher than ever for many of us. This practical session will provide several suggestions for managing our reaction to stressful situations, including being more intentional about stress management, increasing our emotional intelligence, and more effectively utilizing our personal and professional support system.



REGISTER NOW

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

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UNDERSTANDING AND ADDRESSING STRESS

Feeling stressed? You're not alone. Recent studies show that more people are experiencing higher levels of stress these days and for longer periods.

Stress is often defined as a normal reaction to everyday challenges. It can be short-term, long-term, or recurring. It also falls on a spectrum, from mild to severe.

Our stress response is wired into our DNA and is often referred to as our fight, flight, or freeze response. When we experience stress, our body releases stress hormones, which influence how we think, feel, and act.

Our stress response has been an important survival tool, especially when facing immediate stressors. However, much of today's stress is recurring or long-term, causing our stress hormones to remain elevated for longer periods, without having a chance to return to normal.

When stress hormones remain elevated, especially for weeks, months, or years, they can negatively impact our physical health, mental health, and behaviors.

Ten years ago, life's most common stressors centered around money, work, family responsibilities, and health concerns. While these common stressors are still with us, studies show that more people are experiencing stress from today's larger socio-economic challenges, such as inflation, violence, and political divisiveness.

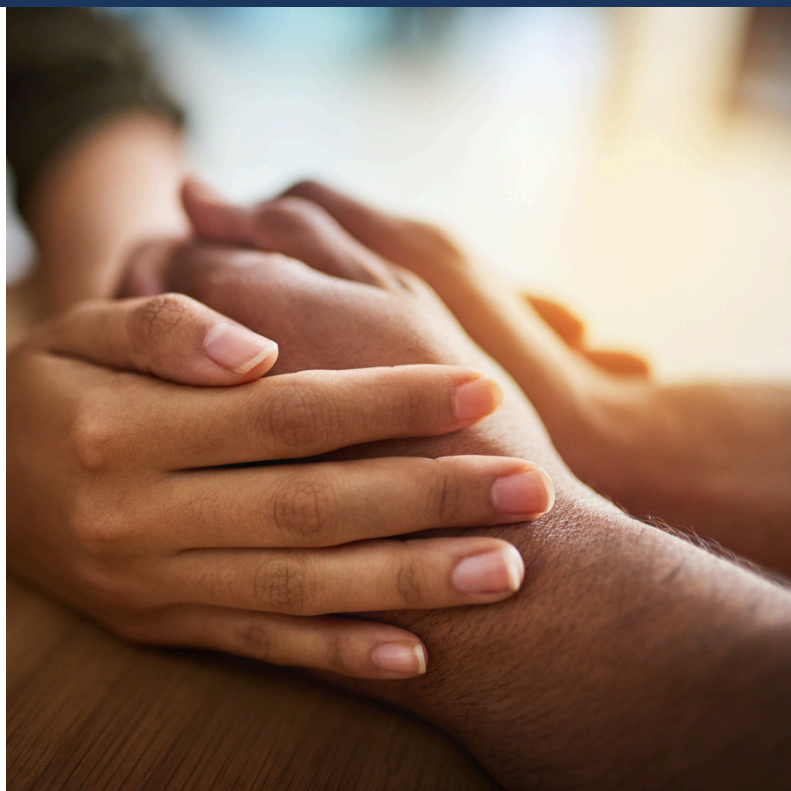
While it's always helpful to address the underlying issues causing the stress, many larger issues remain beyond our control. When that's the case, it's helpful to know how to manage stress to help minimize its harmful impact. Here are some strategies to keep in mind:

- Accept that life has uncertainties.
- It's helpful to focus on what remains within your control, whatever the circumstances.
- Disrupt negative thinking.
- Avoid ruminating on the past or worrying about potential consequences. If you find yourself spiraling into negative thinking or worst-case scenarios, focus instead on the best possible outcomes and try to take steps in that direction.
- Build healthy routines.
- A lifestyle centered around healthy eating, sleeping, exercising, socializing, and moderation can help strengthen your physical, mental, and emotional health—and help you find that inner strength for managing challenges.
- Take action.
- Voting, volunteering, reaching out to friends, and getting involved in the community are meaningful activities that can help relieve stress and improve stressful situations.
- EAS is a tool that can help you manage life's many challenges by providing a whole health approach to wellness, with services to help you strengthen your mental health, physical health, financial health, and relationships, and find support and referrals for managing life's many other challenges.

TIPS TO PROMOTE CAREGIVER WELLNESS

By Danielle Terpstra, MS, EP-C, Wellness Consultant, AllOne Health

Caregiving provides an important source of emotional and physical support and companionship for care recipients. It can also be incredibly fulfilling. But at the same time, the pressure of caring for another person often presents difficult experiences for the caregiver. Time constraints and burnout often result in a lack of self-compassion, which can result in a downward spiral of reduced care quality and health issues for the caregiver.



Paying attention to one's own confidence, emotional capacity, and physical health can result in a healthier experience for everyone involved.

Whether you are caring for an aging family member, a child with special needs, or providing care in another capacity, it is important to take care of yourself. Try the following tips to ensure your own proverbial oxygen mask is securely in place:

Caring for your physical health

Fitness often gets put on the back burner when schedules are full when it should be a top priority, considering it can boost energy, mood, cognitive function, and even the ability to provide physical care.

So, how do you fit physical activity in when there are already too few hours in the day?

- **Consider your space.** Are you stuck in one spot most of the day? Consider creative ways to make your space work for you by utilizing free weights, under-table treadmills, cycle ergometers, or using countertops as stabilizers while you do leg lifts.
- **Add functional movement to the time spent with your care recipient.** If you push a wheelchair or stroller, try to bring your care recipient outdoors, if safe. Consider dancing with them! If the care recipient is a young child who can safely be lifted, use the time to bond and hold them while you practice yoga or other fitness activities.
- **Manage your time outside of caregiving wisely.** Consider the time spent on devices or behind another screen and whether you can use that time in ways that involve movement and self-care.

Always take
care of 
yourself

- **Prepare healthy foods for yourself.** If you are in the kitchen anyway, try to prepare healthy options for yourself and the person you are caring for. Pack lunches for busy days so you do not find yourself stopping for fast food while you are out. Yes, it takes time, but so does swinging through the drive-through! Your body and mind require nourishing food to perform their best!

Caring for your mental and emotional health

During turbulent times, many caregivers move into “survival mode,” that place where they simply exist to check items off a list rather than considering their own needs. When mental and emotional needs are pushed aside, health issues are ignored and can carry large implications. Try the following to check in with yourself:

- **Practice mindfulness.** This might be as simple as pausing to breathe after parking your car. Notice your breath, posture, and mindset.
- **Journal.** Journaling does not need to be a lengthy process. It could replace five minutes of scrolling on your phone each night. Try using guided topics related to checking in with your physical, mental, and emotional state, and calling to mind ways you can nurture each.
- **Control what you can and let go of the rest.** Easier said than done, right? Keep in mind that you can only control your personal thoughts, words, and reactions. Practice self-compassion by releasing burdens that are not yours to carry.

Source: <https://allonehealth.com/insights/tips-to-promote-caregiver-wellness/>

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A QUICK INTRODUCTION TO GUIDED MEDITATION



Meditation is a helpful tool for improving your overall health and well-being. However, many people are not quite sure how to incorporate meditation into their everyday life. A “guided meditation” can show you how.

Guided meditations generally involve a live instructor, an audio recording, or a script that provides structure and guidance to help people focus their thoughts, reduce stress, and achieve an inner sense of calm.

Guided meditation can be an excellent starting point for those who are new to meditation. They can also be effective for anyone who is looking to achieve a deeper state of relaxation and a better understanding of their inner selves.

The AllOne Health Wellness Team provides guided meditations in its courses. The following is a script we adapted from [MindfulnessExercises.com](https://mindfulnessexercises.com):

Growing Happiness in the Mind: A Guided Meditation

- Get seated in a comfortable position and invite in relaxation. If you prefer, close your eyes.
- As you breathe in, appreciate the life offered by each inhalation.
- With each exhalation, let go of any tension in your mind or body.
- Bring to mind a time in which you recently experienced happiness. It may be something small, like seeing a friend, watching the sunset, or the simple joy of lying down at night.
- When you have something in mind, allow yourself to feel the experience of contentment.
- To help cultivate gratitude, focus on your happy memory, and offer a few phrases of appreciative joy.
 - May my happiness continue.
 - May my happiness grow.
 - May I be present for the joy.
 - May I appreciate the joy in my life.
- Stay here for a few moments with the feelings of contentment and happiness this meditation has offered.
- When you are ready, slowly open your eyes and return to the day feeling relaxed, happy, and content.



Employee Advisory Service UPCOMING WEBINARS

Supervisors / Managers



REGISTER NOW



Creating an Environment that Encourages Employee Growth & Development

Date / Time

- March 27, 2025
- 11:00 – 12:00 PM

About this webinar:

Employee engagement increases in an environment where individuals are encouraged to grow and develop as professionals. This presentation will discuss strategies for creating and implementing a career development plan for each staff member.

Employees



REGISTER NOW



How to More Effectively Respond to Stressful Situations

Date / Time

- March 27, 2025
- 2:00 – 3:00 PM

About this webinar:

During these difficult times, stress levels have been higher than ever for many of us. This practical session will provide several suggestions for managing our reaction to stressful situations, including being more intentional about stress management, increasing our emotional intelligence, and more effectively utilizing our personal and professional support system.

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?



Women & Money

Please join EAS and The Credit Union of New Jersey for a FREE, comprehensive webinar to familiarize and empower you (or a woman in your life) with the financial fundamentals that can assist with personal aspects of various life stages.



**Credit Union
of New Jersey**
The freedom to prosper.

Tuesday, March 25, 2025

- **Session A: 11am - 12noon**
- **Session B: 1pm - 2pm**

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☎ 866- 327-9133

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How Can We
Help You?



Employee Advisory Service

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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



<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)

