**L&L Work-Life Balance**

**July 17th at Noon in HSEB 1750**

Presented by Tony Tsai, Director of Leadership Development and Education Strategy in the School of Medicine, where he is in charged of advising students for career choices and of the program to train MD finishing their residency to go to research.

Tony asked for suggestions and advises to his wife, Angela (Angie) Fagerlin, Ph.D, who is chair of Population Health Sciences, and talked about their experience of work-life balance to illustrate his message.

Dr Fagerlin wanted to work in academia for the flexibility it provided to raise a family. At some point she had to go down to 40 hours of work per week to be able to take of her family, but it pushed her to find ways to be more productive in the time she had. She had to adapt when she got tenure, and once again when she became Department chair. Life is going as phases, you find a way to make it work for you, and once there is a change, you must adapt, and find a way to make it work for you again.

To balance work and life, you need to decide how to manage your priorities.

You must balance work, rest and other (food, sleep etc). There are 168 hours a week. If you divide the three parts into work, rest, and other, each part is about 56 hours. A good amount of work on a general basis is 45-50 hours a week (It may vary by your situation). With more than 50 hours a week, you do not necessarily get more done. If it is not working out, don’t just blindly work more hours, find ways to get more efficient. 70 hours a week on long term may not be a good strategy. Tony took the example of some student women, with kids, part of the LDS church, more productive than their male colleagues. They are more efficient to spend their time, and they are used to deal with unexpected event, so when emergencies happen it is easier for them to handle it.

You have to think about what are YOUR priorities. Career? Family? Financial? Health? Learning? Leisure? Religion? Social?

If you want to be more productive at work, you must know “the rules of the game”. What are the expectations of my role?

* It is hard at the beginning, you need to establish yourself and working 40 hours a week might not be enough. But the effort at the beginning will pay off later.
* You need to provide value to your mentors and prove yourself to senior people. For that:
* Be accountable
* Be likeable. You will need recommendations. People will help you if you are likeable in the process. Talk with your mentor, develop a relationship.
* Have initiative. There are three types of mentees. The type who doesn’t get the work done and need to be macromanaged. The one who does the job and is waiting to know what’s next, doesn’t go above and beyond. And finally, the one who does the job and suggest what should be the next step. Be that one, then people will value you for your ideas too. People want someone who anticipate what they need to avoid having to think.
* Focus on the output. Get the thing you need to do done. Don’t focus on the time you spend and comparing yourself to others. You will always feel like you should be doing more and that you are never done. The external pressure has a cost on your real life. Model your behavior from “successful” people. Tony showed a video of the interview of someone who is doing a podcast on networking. When he was in college he outworked everybody. Once he started at Wall street, everybody was working crazy hours, so he could not outwork the others, he had to be cleaver to advance. By discussing with senior employees, he decided to work on creating, developing and maintaining relationship.

Debbie Millman quote- Simply put: you don’t find the time to do something; you make the time to do things. To use your time properly, set clear and defined goals according to your personal values and priorities. For example, if leisure is the area you would like to improve, instead of saying in general: “my goal is to enjoy Utah”, define a specific goal to visit two national parks per quarter of the year and stick to it. It is important to dedicate some time to something that you are very passionate about. It gives you satisfaction, happiness and is really good way to balance your life. If you wait to have some time to do something, it never happens.

In a more practical way: you have things you must to every week. Make sure those things are a priority and make them happen, then let the rest of the week go as it goes. Be intentional, make things happening, build habits and routine to help you out with efficiency. You have a certain amount of will power. Routine helps you to have pre-made decisions which do not require will power (<https://www.fastcompany.com/3026265/always-wear-the-same-suit-obamas-presidential-productivity-secrets>). If you know the things which are important in your life, you will have the courage to say no.

Relationship with your PI. Sometimes they want results, sometimes they want you to answer quickly. Ask them what they want from you, it is easier if you know the expectations. If you have a situation (personal/work life conflict), ask your PI for an advice, what would they do. That make them empathize.