

# CARE Newsletter

CARE Services  
for Faculty and Staff

January, 2009

Volume 1, Issue 1

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## Greeting Everyone !



Welcome to the CARE Services Newsletter. As you know, CARE Services is the free and confidential Employee Assistance Program for UC Berkeley faculty, staff, post-docs and visiting scholars. The CARE Services newsletter will be an occasional feature, addressing issues related to the mental and

emotional health and well-being of those in our campus community. The topic of this newsletter is Managing Stress: Tools and Tips. Although some stress in our lives can be an energizing and motivating source, there is also evidence that intense, prolonged, and overwhelming stress can have a negative impact on our physical, psychological, and emotional health and functioning. The key to stress management is, first, to recognize your possible stress-related signs and symptoms, and then, to find techniques or resources to help you cope.

Take a moment to check out the following Tools and Tips. Don't forget to also check out the CARE webpage for more information on all our services and links to additional campus and community resources at <http://uhs.berkeley.edu/facstaff/care> .

Be Well,

CARE Services for Faculty and Staff

## Spring 2009 CARE Stress Management Workshops (Free)

CARE offers programs on a variety of issues by request from departments, or by open enrollment in classes. Topics include (but are not limited to) stress management, instant relaxation, and coping with transition/change.

Registration is required for these workshops through UCB Learning Center (The staff course enrollment system for Berkeley has changed from ICE to the new UCB Learning Center. Please use the new site for professional growth, learning, and development.)



### Spring 2009 Workshops

Enroll on  
UCB Learning  
Center at [http://  
hrweb.berkeley.edu  
/ice/home](http://hrweb.berkeley.edu/ice/home)

#### Developing Resiliency

**Thursday, Feb. 26, 12:10-1:45 pm, Tang Ed Center**

During times of stress and adversity, building a sense of inner resiliency can be a buffer for these difficult periods. This workshop will present various attitudes and tools that build emotional resiliency and explore how this can help you manage stress.

**Instructor: Laurie Yamamoto, LCSW, Senior Counselor,  
CARE Services for Faculty and Staff**

#### Mind/Body Health

**Thursday, Mar. 19,**

**12:10-1:30 pm, Tang Ed Center**

Do thoughts and emotions affect our health? Science has shown that our mental state impacts our physical well-being. This class explores the critical link between the body and mind. Learn how to manage thoughts and emotions as a part of healthy living.

**Instructor: Genee Jackson, Ph.D., Counselor, CARE Services for Faculty and Staff**

#### Downsizing Your Debt

**Thursday, April 9, 12:10-1:30 pm, Tang Center**

Do you find yourself constantly trying to make ends meet? This workshop is for people who despite their best efforts, can't seem to get out of financial debt. Participants will learn practical tools and steps to help reduce or eliminate their debt.

**Co-sponsored by Consumer Credit Counseling of the East Bay**



## Spring 2009 Workshops (Cont.)

### Beyond Stress Management

**Wednesday, April 29, 12:10-1:30 pm, Tang Ed Center**

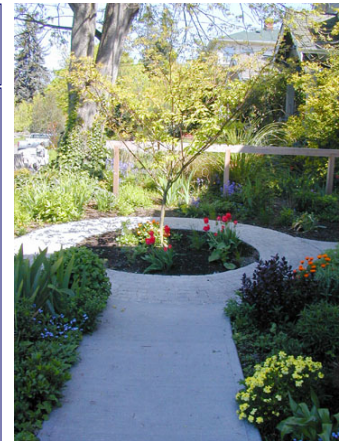
In life, to be fully engaged is to use all aspects of ourselves; physical, emotional, mental, and spiritual. This workshop will explore strategies that help you develop your own sense of full engagement, create more satisfaction, and minimize difficulties.

**Instructor: Craig Mielcarski, LCSW, Director,  
CARE Services for Faculty and Staff**

## Stress Management Handouts

CARE Services has written several helpful handouts (tips) related to coping with stress. Click on this website <http://www.uhs.berkeley.edu/facstaff/care/copingtools.shtml> to find the following handouts:

- Managing Stress: Stress in the Office
- Stress Busters
- Managing Physical Reactions of Stress
- How to Manage the Stress of these Difficult Times
- Managing the Stress of Change/Transition
- Stress Management: Overview  
(Signs and Symptoms of Stress Overload)



## “Stretch Break”: free computer program

Research has shown that relaxation exercises (slow breathing techniques) can help reduce blood pressure and muscle tension. For those who would like to receive an interactive, visual reminder to take a stretch break or “breather” from their desk or computer during the work day, “Stretch Break,” may be just right for you. “Stretch Break” is a *free* computer program available to all UCB faculty, staff, and students, which can be downloaded to your computer through the Blu portal. Once you’ve downloaded “Stretch Break,” you can set up intervals in your work day when your computer will send you a reminder to take a stretch break, and provide a “virtual person” on your computer screen to lead you through a few minutes of office stretches or deep breathing exercises.

For more information or to download the “Stretch Break” program, go to:  
<http://blu.berkeley.edu> Logon with your Calnet ID Click on People tab.

Stretch Break is under Job Tools

## Relaxation Resources/CDs

Listening to a relaxation or stress reduction CD can be a wonderful way to calm yourself, reduce tension, or unwind. CDs can play soothing music, or provide guided meditation or relaxation tips. The following is a selection of CDs to consider as part of your stress reduction/relaxation collection:

- **Quiet Heart – Spirit Wind (by Richard Warner)**

A combination of bamboo flutes, chimes, and acoustic music that create a meditative mood.

To check out or listen to music samples go to:

<http://www.amazon.com/Quiet-Heart-Spirit-Richard-Warner/dp/B000005P1W>

- **Stress Breaks/Relaxation Series (by Whole Person Associates Inc.)**

A partial list from their meditation and relaxation series which include the following CDs:

- Natural Tranquilizers (for sleep)
- Stress R-E-L-E-A-S-E
- Worry Stoppers (for excessive worrying)
- Countdown to Relaxation
- Relax. . . Let Go. . . Relax
- Stress Escapes

**To check out the CDs at the Whole Person Associates website, go to:**

[www.wholeperson.com/list-relax.html](http://www.wholeperson.com/list-relax.html)

- **Manage and Harness Stress Series (by Emmett Miller, M.D.)**

Dr. Miller, a physician, is considered one of the early advocates of Mind/Body medicine. This link is from his catalog of videos and CDs re: managing stress.

**To check out or listen to music samples go to:**

[www.drmliller.com/products/stress.html#lettinggoofstress](http://www.drmliller.com/products/stress.html#lettinggoofstress)

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### ***Stress Reduction Workbook***

*Do you want a concise, useful primer on how to manage your stress? Take a look at this stress management classic, “The Relaxation and Stress Reduction Workbook” (by Martha Davis, Ph.D, et al). It’s a practical, informative workbook and guide, filled with easy to follow techniques and tips (meditation, coping skills, time management, etc.) that take you step-by-step through the stress management maze.*

*For more information or to check out the book go to:*

[www.amazon.com/Relaxation-Stress-Reduction-Workbook/dp/1572242140](http://www.amazon.com/Relaxation-Stress-Reduction-Workbook/dp/1572242140)

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## CARE Services

CARE Services  
For Faculty and Staff  
3100 Tang Center  
2222 Bancroft Way  
Berkeley, CA 94720

**Phone:** 510-643-7754

**Email:** [careserv@uhs.berkeley.edu](mailto:careserv@uhs.berkeley.edu)

**Website:** <http://uhs.berkeley.edu/facstaff/care>

## Community Stress Management and Mindfulness

Kaiser Permanente of Northern California's division of Behavioral Health Education has a variety of stress/anxiety reduction and mindfulness classes, open to the both Kaiser members and *the public*. To find out what Kaiser offers in your Bay Area location go to: <http://members.kaiserpermanente.org/kpweb/classes/search.do> Type in key words "stress," "anxiety," or "mindfulness."

For those who want another valuable stress management program, Stress Care, located in Berkeley, has an 8-week mindfulness/stress reduction program. For more information go to: [www.stresscaring.org](http://www.stresscaring.org)

*Both Kaiser classes and Stress Care are available for a fee.*

*(Note: Kaiser members can attend Kaiser Classes for a reduced fee)*

## Other Campus Stress Busting Resources



Caring for your physical health can play a part in your managing stress.

For web links to other campus resources re: online tools, classes, or tips on exercise and fitness, healthy eating and nutrition, and smoking cessation, check out:

- Health\*Matters  
(UCB Faculty/Staff Wellness Program)  
[www.uhs.berkeley.edu/facstaff/healthmatters](http://www.uhs.berkeley.edu/facstaff/healthmatters)
- Recreational Sports (UCB Exercise Classes, Fitness Memberships and Facilities)  
<http://calbears.berkeley.edu>