



**PMI Rochester Chapter PDD**  
*“Achieving Work-Life Balance in the  
Project Management Space”*

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Ernest L. Hicks, 2018

# There is a Hole In My Sidewalk

## Chapter One

I walk down the street.  
There is a deep hole in the sidewalk.  
I fall in. I am lost .... I am helpless.  
It isn't my fault.  
It takes forever to find a way out

## Chapter Two

I walk down the street.  
There is a deep hole in the sidewalk.  
I pretend that I don't see it.  
I fall in again.  
I can't believe I am in this same place.  
But, it isn't my fault.  
It still takes a long time to get out

## Chapter Three

I walk down the same street.  
There is a deep hole in the sidewalk.  
I see it is there.  
I still fall in ... it's a habit ... but, my  
eyes are open.  
I know where I am. It is *my* fault.  
I get out immediately.

## Chapter Four

I walk down the same street.  
There is a deep hole in the  
sidewalk. I walk around it.

## Chapter Five

I walk down another street.

[Portia Nelson](#)

# Work Life Balance

- Most of us spend most of our time seeking fulfillment through our:
  - Jobs, money, power, beauty, sex, entertainment.
- These things are reinforced by advertising, peer pressure, and our own insecurities.
- These things offer some delight and fulfillment, for the most part these feelings are short-lived.

**We are spending 90% of our time and energy pursuing things that provide only 10% of our happiness and fulfillment.**

- 72 “free” days per year, 6 days a month.
- How do you really want to spend them?
- How do you really want to spend the other 293 days?
  - What do you really need in your life to feel comfort and security?
  - Do you have those things? If not, what is preventing you from getting them?
  - How much time do you spend doing things that you hate or just tolerate?
  - What can you appreciate and enjoy about your life right now that you have been taking for granted?

**Recalibrate your lifestyle to sustain a realistic & meaningful level of security and comfort for yourself and your family.**

# Work Life Balance

## Tiger in a Cage

I am a tiger in a cage  
Pacing up and down  
Trying hard to stem my rage  
Growling with a scowl and frown

I am a tiger in a cage  
Here by my honor bound  
Doing my very best to gauge  
Just when they will come 'round

Although my weekly pay is nil  
And my hours hard to manage  
Because I am their friend I will  
Remain the tiger in the cage



# Work Life Balance

## *Definition:*

“Work/life balance is the absence of unacceptable levels of conflict between work and non-work demands.”

Greenblatt



## *Balance is Dynamic*

- How you view balance shapes your sense of it. A dynamic sense of balance is easier to experience in a fast-paced work/life than static balance.
- If you are not sure what you want your work/life to look and feel like, how will you know when you have it?

# Work Life Balance

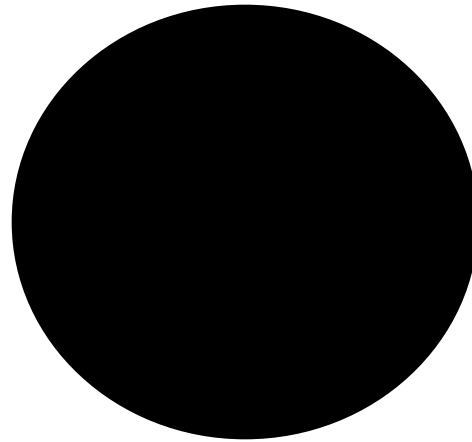
## It is all about personal choice

To make the right choices in life, you have to get in touch with your soul. To do this, you need to experience solitude, which most people are afraid of, because in the silence you hear the truth and know the solutions.

**“The price of anything is the amount of life you exchange for it”**

Henry Thoreau

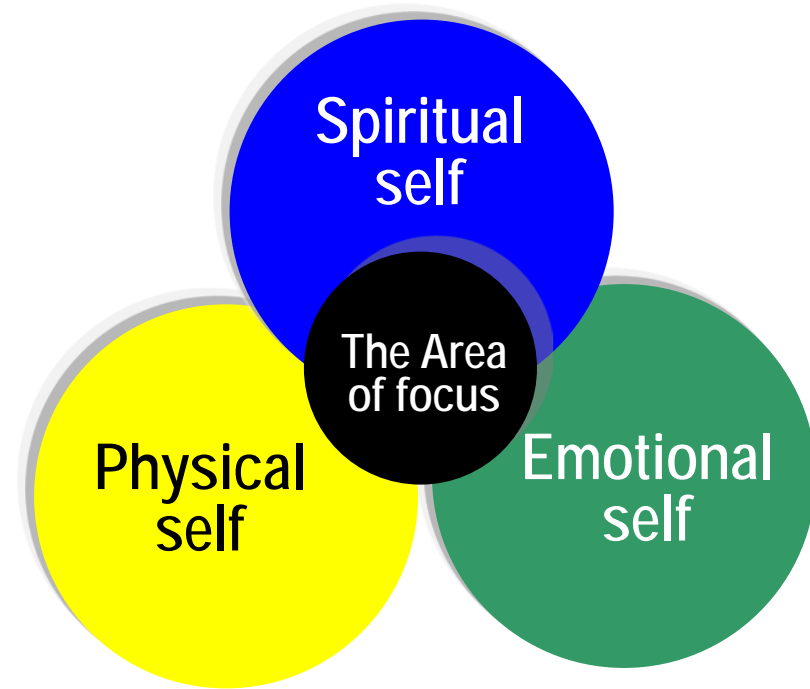
# What Do You See?





# Wellness For Balance

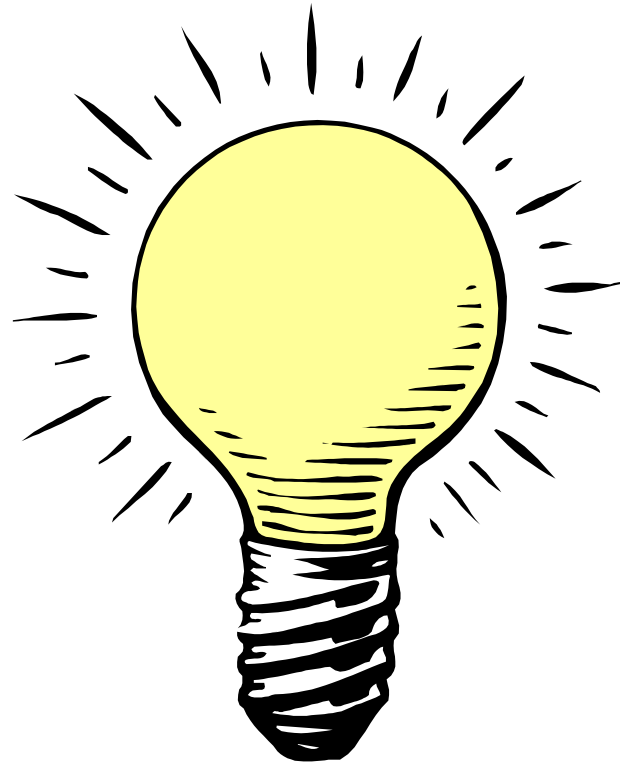
- Does the path I am traveling feel right?
  - Am I achieving my goals?
  - Do I approach Life with a positive outlook?
  - Do I seek guidance from a Higher Power?
- 
- Do I feel comfortable with myself?
  - Do I compare myself to others?
  - Am I living a healthy lifestyle?



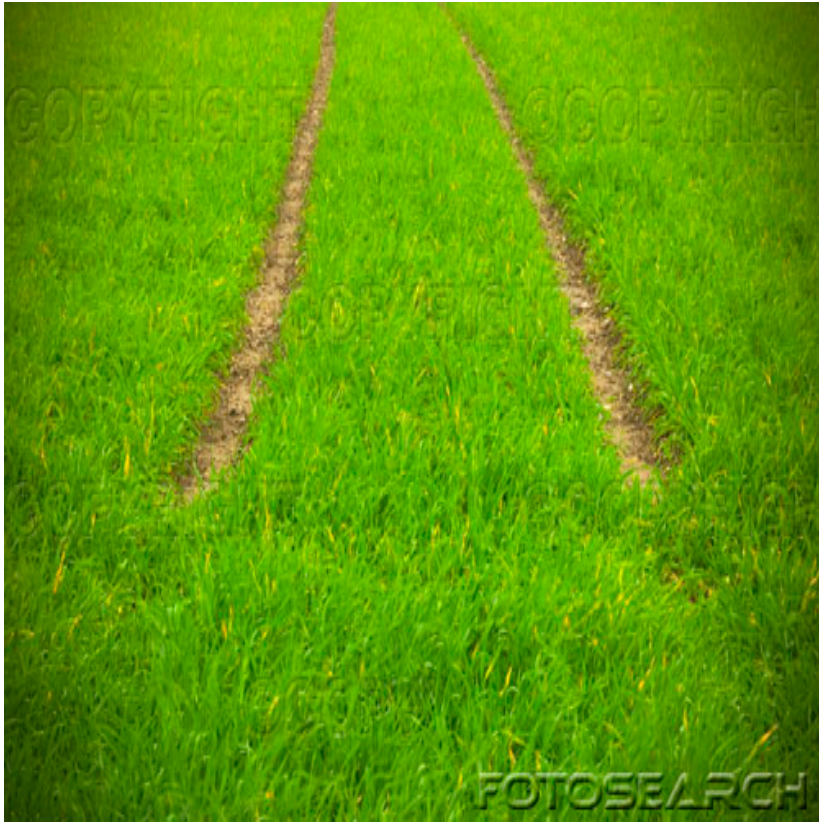
- Do I feel important?
- Am I happy?
- Do I express my needs?
- Where does my worthiness come from?

# Think About It

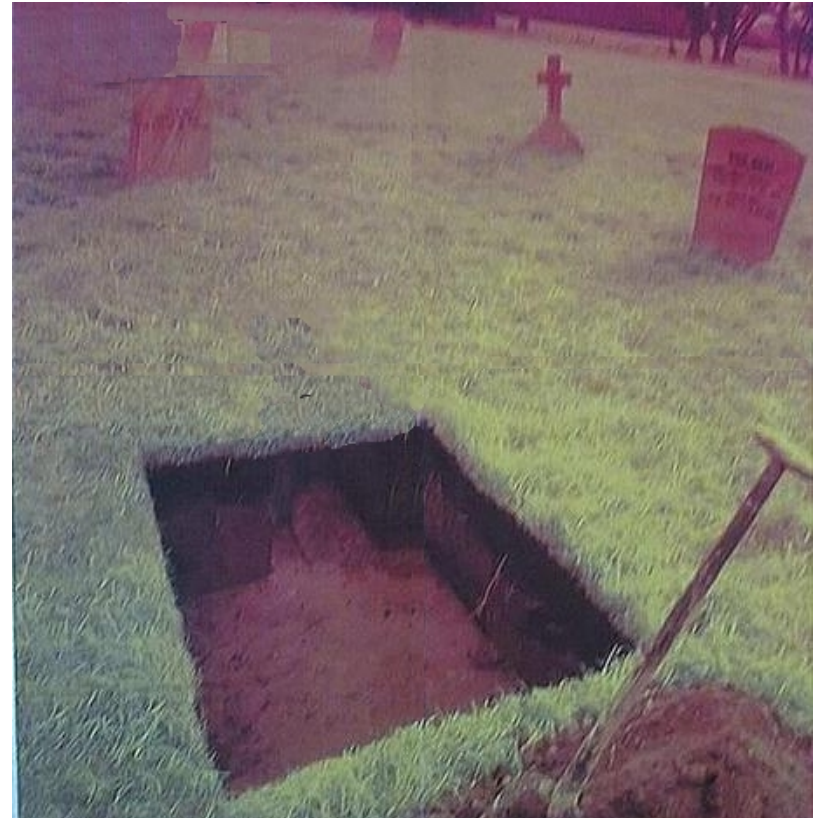
**A light that burns twice as bright  
will not burn as long!**



# I Am in A Rut!



**Rut**



**Grave**

**Depth**

# Themes For Managing Life Balance

- What are your values?
- What motivates you?
- What are you willing to sacrifice?
- What is your passion?
- Who is important to you?
- WHO ARE YOU?



1  
Prioritizing

2  
Planning

3  
Flexibility

4  
Boundaries

# Priorities For Managing Life Balance

- Prioritize your most important work daily and focus on completing it to minimize distractions and wasted time.
- Focus on your priorities, not those of others.
- Prioritize personal goals to balance out the professional ones
- Understand all things are not worth doing.
- Ensure compatibility. Make sure you work with people whose values and integrity are consistent with yours.
- Build trust /accountability with team, treat your team with the same respect for work-life balance that you expect.

# Planning For Managing Life Balance

- Ensure that you have full project details before starting and written agreements are in place.
- Have the right (and right-sized) PM team in place.
- Know the compelling business reason for the project.
- Set expectations, and milestones, up front.
- Set realistic timelines, become a master at estimating time.
- Be clear about who is responsible for what -- and deadlines.

# Planning For Managing Life Balance

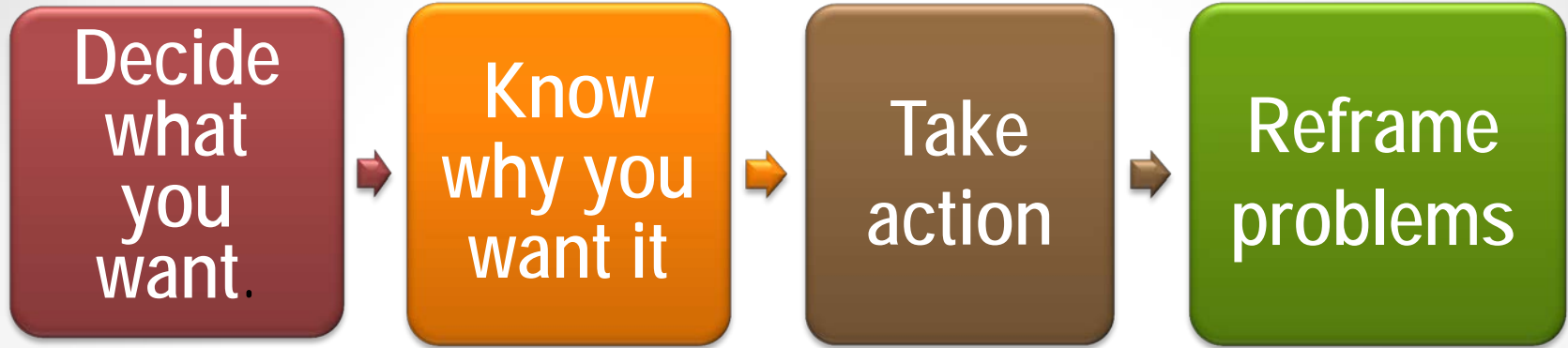
- Identify potential project risks so that you can implement your risk management plan if needed.
- Keep team members motivated by celebrating milestones reached and accomplishments.
- Hold regular project status meetings or calls, keep them short, agenda, objective who, what, when.
- Define "urgent" vs "important", common definition for "finished".
- Don't micromanage.

# Boundaries For Managing Life Balance

- Define what is important for work and home
- Try not to check your email for just one evening and see if the world survives.
- If you have to check your email, do you have to reply immediately.
- Set boundaries around working after hours.
- Turn your phone off at Night.
- Clearly communicate boundaries to your supervisor, coworkers, partner and family.



# Steps to Balance Your Life



***STRATEGY***



***ADJUST COURSE AS YOU GO***

# Essential Questions To An Extraordinary Life

- ☯ Does this choice empower me?
- ☯ Will this choice bring me long-term fulfillment?
- ☯ Is this an act of faith?
- ☯ Will this choice add to my life force?
- ☯ Am I choosing from my divinity?
- ☯ Or does it disempower me?
- ☯ Or will it bring me short term gratification?
- ☯ Or is it an act of fear?
- ☯ Or will it rob me of my energy?
- ☯ Or am I choosing from my humanity?

# Things To Stop Doing

- Doing things because others think you should
- Delaying solving problems
- Tolerating crap from other people
- Trying to change people
- Putting other people's needs before your own
- Accepting limitations
- Putting work, money, television before those you love
- Spending money to fill a void



# Things To Stop Doing

- Owning other peoples' problems
- Defining yourself by your achievements or roles
- Saying yes when you mean no
- Compromising your values
- Over promising
- Allowing other people to waste your time
- Waiting for other people to decide





The joy of life is in the living. We don't have to earn it.

It's inside us waiting to be free

Thank You!