

By Karen Singery

Karen Singery is a Transitional Coach who is furthering her studies at The Coaching Institute in Australia. She founded her business Pathways Unlimited and specialises in assisting people who are experiencing or wanting change in their lives, career, wealth, health or relationships. Karen is passionate about helping people to empower themselves, to explore new paths and develop new supporting goals. As a result of this her clients ultimately have clarity, direction and a new lease on life. She has coached clients in the USA, New Zealand, South Africa, UK and Australia. Karen can be reached on [pathwaysunlimited@gmail.com](mailto:pathwaysunlimited@gmail.com) or via her website [www.pathwaysunlimited.com.au](http://www.pathwaysunlimited.com.au).



## DITCH STRESS AND STOP BEING OVERWHELMED

### 7 Easy Steps to Successfully Manage Stress and Avoid Being Overwhelmed

We've all had moments in our lives where we've had so much going on and feel stretched to our limits like a taut rubber band. The majority of the time you feel overwhelmed because you feel the need to do it all. The reality is, can you do it all? And if so, to the detriment of whom?

Are you feeling angry, anxious, or irritable? Are you worrying, crying or feeling stressed? Do you find it difficult to remove yourself from a situation long enough to gain perspective and compose yourself? You may very well have gotten yourself into a pattern of being overwhelmed. How do you get yourself out of this pattern before it causes damage? **Here are 7 strategies to help you:**

**1. Release control** – We can try and do everything ourselves, but then we face undesirable outcomes. Are you doing it all simply because you don't trust that someone else can do it as well as you can? Because of your decision to control everything, you create an even bigger "monster" for yourself. Ditch control, find a support system and learn the art of delegation.

**2. Change overwhelming thoughts** - The unrealistic thoughts that we often create are a cause of being overwhelmed. As we sink into them, it all becomes even

more overwhelming. It may help to shift your focus to finding options and solutions to this problem. What can you change or do differently to feel less overwhelmed? Breaking it down into smaller parts will make it more manageable.

### 3. Change your thinking around multitasking

Multitasking implies that you are doing more than one task at a time. You juggle too many balls and need to prioritize. Perhaps certain tasks do not need to be done right away. Step out of the situation for a brief moment and ask yourself these questions: What is most important right now? Why am I doing this? How do I want to feel?



**4. Choose to ask for help** – Asking for help means letting go of pride and control. Very often you are the problem because you choose to do it all alone. How about reaching out and asking for some support and assistance? You might worry that people will refuse to help, but it might surprise you how willing and giving people actually can be. What is the worst that can happen? Can you handle it? Of course you can. Give it a go.

### 5. Prepare for obstacles

– Something unexpected is bound to happen that will disrupt your planned schedule. Allow extra time for any unforeseen obstacles as things usually take longer than planned. This extra breathing space and flexibility will also alleviate some pressure and anxiety. You will be more relaxed and happier for it.

**6. Back to basics** – Simplify your life. Get rid of clutter to feel less overwhelmed. Stop, breathe and take time to get some clarity on what you want and how you would like it to be. Spend time taking care of yourself and gather the strength to regroup and focus on what you want. Get rid of unnecessary distractions and get yourself back on track.

**7. Just do it** – Sometimes you can become overwhelmed due to procrastination. Because you have left things for too long or avoided them altogether, the number of tasks that need to be done have increased. Chip away at them so that you can tick things off your list, rather than watch your list increase in length. Just do it!

Being overwhelmed can become a habit. Notice when you are feeling it and acknowledge that it is there. Use it as an indicator to slow down and change your approach. It is a reminder that you have the ability to make changes in order to create the life that you want.

"The secret of getting ahead is getting started. The secret of getting started is breaking your

complex and overwhelming tasks into manageable tasks, and then starting on the first one." (Mark Twain)



Testimonial - I wanted to say a quick thanks for helping me clear some of the cobwebs. It is strange - like one of those TV programs about hoarders, that when you are surrounded by clutter and mess, your mind becomes like that too. In hindsight, my work got me into a similar mental state; everything else was ignored. Your input helped me question and probe until change happened. You said that what you focus on grows. Thank you for the focus and the growth. I also loved the recommendations for books to read and ideas like 'languages of love' which will stick with me.

If you are struggling with change in your career or other areas of your life, contact me via email [pathwaysunlimited@gmail.com](mailto:pathwaysunlimited@gmail.com) and visit my website for more information at [www.pathwaysunlimited.com.au](http://www.pathwaysunlimited.com.au)