

How can the EAP help Me Balance Work and Life?



It is difficult to be at your best when you have concerns about emotional, health, financial, childcare/elder care, work or family challenges.

- Achieve a healthy balance in your life
- Increase your morale and well-being
- Stay focused on your goals
- Establish positive relationships
- Remain productive and efficient
- Decrease your overall stress level

Whatever life throws at you — throw it our way.

Excused absence as official duty time may be granted to attend EAP sessions. Four sessions for one hour each.

Supervisors

EAP is a resource for supervisors to enhance management skills, strengthen the workforce, increase worker productivity and promote workplace safety. All civilian employees who display performance and or conduct issues should be informed that the Employee Assistance Program (EAP) may help them address adult living problems that have the potential to affect job performance and conduct. Consultation and mediation services are provided to guide employees and managers in resolving issues that may

Prevention Education

Presentations are available on a variety of topics to promote the well-being of the employee, while supporting the accomplishment of the Aberdeen Proving Ground

Living in the moment lets one appreciate where they are and enjoy those who are fortunate to share the experience.

Employee Assistance Program
2477 Chesapeake Ave
(in the ASAP Building)
Aberdeen Proving Ground, Maryland 21005

ABERDEEN PROVING GROUND EMPLOYEE ASSISTANCE PROGRAM

MS. JENISE BRYCE



for you
and your
family members

**Whatever
the problem...
We're here.**



(410) 278-5319
(410) 652-3892
(410) 278-3784



What is your Employee Assistance Program

ASSISTANCE IS AVAILABLE

As you navigate through the pleasures of work and family, occasionally, in spite of hard work and the best of intentions, some adult living challenges occur and sometimes persist. If those challenges are big or small, they may require professional assistance. Your Employee Assistance Program is available to help you find a solution and restore your peace of mind. Your EAP will help you identify and clarify your concerns, look at all the options, and develop a plan of action to create solutions that work.

HOW THE PROGRAM WORKS

Job performance, conduct, or attendance records may be indicative of adult living problems. The request for assistance can come from the employee, the supervisor, a co-worker, friend, or family member. Simply call and request an appointment. Confidentiality is assured.

CONFIDENTIALITY IS ESSENTIAL

The EAP is designed to offer confidential services. The confidential nature of counseling



What is the purpose of the EAP?

Your wellbeing, health and happiness depend on how well you balance your responsibilities at work and home. APG Leadership recognizes this.

Improving your work and life balance can be a challenge as issues occur unexpectedly and generate stress. EAP can provide strategies and identify resources to help you define priorities, make tough decisions and identify personal goals that can enhance the balance in your life.

When issues are solved early or when they can be prevented, everyone benefits. Your EAP is available to provide assessment, short-term guidance, referral services, education and mediation to civilian employees for resolution of adult living problems.

Help is available in addressing many of life's challenges, including (but not limited to) the following:

- **Work/Life Balance**
- **Workplace and Home Stress**
- **Depression and Anxiety**
- **Basic Budgeting**
- **Anger Management**
- **Grief**
- **Relationship Issues**



Who is eligible for EAP Services?

- **Conflict at Work**

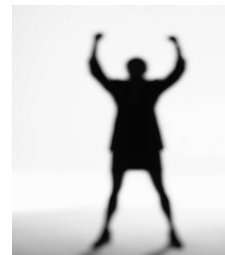
Civilian employees and their families, military family members, and military retirees, and their families



What will it cost me or my family to use the EAP ?

are all eligible to receive EAP services.

EAP services



Whatever life throws at you — throw it our way.



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