

# SPECIAL JOB FAIR EDITION

Thursday, October 17, 2019



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## Multi-Industry Job Fair

Wednesday, October 23 • 1-4 pm

Waukesha Expo Center • 1000 Northview Road, Waukesha

SEE JOB  
FAIR ON  
PAGES 2-4

## The secret to recruiting top talent? Next-level office amenities

### Brandpoint

A recent report by the Bureau of Labor Statistics revealed that U.S. employment is projected to grow by 8.4 million jobs from 2018 to 2028. At the same time, employers are battling an ultra-competitive job market, in which candidates are being wooed by increased pay and enhanced medical benefits.

Today's smartest employers are thinking more creatively about how to attract talented workers and encourage them to stay. Many are partnering with large landlords to include next-level amenities into their workspaces.

Specific areas today's employers are focused on include:

### Transportation

A well-located workplace is a major selling point for attracting potential employees and retaining existing ones. Employers with a central location, easily accessible by public transportation,

already have an advantage. For example, The Legacy Town Center office in Plano, Texas boasts transit drop-off and pick-up right at the building.

For environmentally-minded employees who bike to work, secure bike storage is a real plus. The office tower at 201 Spear St. in San Francisco anticipates the needs of the area's environmentally-conscious workforce with bike storage and EV car charging stations, plus easy access to light rail.

Accenture Tower in Chicago sits above Ogilvie Transportation Center, one of the main suburban train stations connecting downtown Chicago to the suburbs, providing direct access to city trains, buses and expressways. The first two levels of the property are comprised of 80,000 square feet of retail space, with more than 45 stores and restaurants.

### Wellness

Beyond providing compet-

itive healthcare plans, employers are seeking new ways to encourage and support employees' health-related activities - a focus that contributes to less absenteeism and greater productivity. For example, Park Place Village in Leawood, Kansas has massage therapy on-site for all of its tenants.

Many major office owners are adding state-of-the-art fitness centers. 3001 Washington Boulevard in Arlington, Virginia features workout studios offering barre, yoga and HIIT performance classes in its 8-story, LEED Gold-certified Class A office building. And at Accenture Tower, the building includes a two-level fitness center spanning 14,000 square feet, with a basketball court, group exercise classes and new tenant lounge with air hockey, shuffle board and wine lockers.

### Convenience

For employees with busy schedules, it can be tough to



find enough time in the day to take care of necessary errands. Workers are especially drawn to locales that provide day-to-day services everyone needs without even having to walk outside.

Some office buildings go a

step beyond. For businesses located at RBC Plaza in Minneapolis, employees can use the U.S. Postal Service, on-site bank, a sundry shop and even a shoe repair/shoe shine service. But it doesn't stop there. Other services

offered in the building include a car wash and detailing service, and private wine lockers. And in the Carillon office tower in Charlotte, North Carolina, there's an on-site daycare for parents.

see TALENT... page 6



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# Multi-Industry JOB FAIR

**Wednesday, October 23 . 1:00 pm - 4:00 pm**  
**Waukesha Expo Center • 1000 Northview Rd., Waukesha**  
Directions available at [www.forwardcareers.org/falljobfair](http://www.forwardcareers.org/falljobfair)

## EXHIBITOR LIST:

### **BOOTH #14**

#### **ACS Group**

- Mechanical Assembler
- Electrical Assembler
- Order Picker

### **BOOTH #133**

#### **ADVENT**

- Medical Assistant
- Patient Services Rep
- Treatment Coordinator

### **BOOTH #84**

#### **Advocate Aurora Health**

- CNA
- Food Services
- Housekeeping

### **BOOTH #3**

#### **AECOM**

- Maintenance Electrician
- Maintenance Mechanic
- Maintenance Supervisor

### **BOOTH #28**

#### **Aerotek**

- Production Operator
- Scientific Personnel
- Engineer

### **BOOTH #62**

#### **All About Learning**

- Infant/Toddler Teacher
- Preschool Teacher
- Sub-Float Teacher

### **BOOTH #26**

#### **Alois Roofing & Sheet Metal**

- Commercial Flat Roofer
- Roofer - shingles

### **BOOTH #63**

#### **AM Construction Services, Inc.**

- Carpenter - All Levels

### **BOOTH #104**

#### **American Tree Experts, Inc.**

- Arborist

### **BOOTH #54**

#### **Anthem**

- Customer Care Rep
- Subrogation Analyst
- Health Program Rep

### **BOOTH #21**

#### **Aries Industries**

- CNC Machinist
- Electronics Repair Tech
- Electrical Assembler

### **BOOTH #128**

#### **Army National Guard**

- Human Resources Specialist
- Motor Transport Operator
- Fire Control Specialist

### **BOOTH #89**

#### **Assisting Hands Home Care**

- Caregiver

### **BOOTH #30**

#### **ATI Forged Products**

- Machinist
- Electrician

### **BOOTH #109**

#### **Badger Thermal Unlimited**

- Sales Engineer

### **BOOTH #60**

#### **Batteries Plus Bulbs**

- Corp. Office Staff
- Corp. Office Internship
- Retail Store Staff

### **BOOTH #55**

#### **Brenntag Great Lakes Chemical Production Workers**

### **BOOTH #59**

#### **Briggs & Stratton**

- Setup Tech Helper
- Forklift Driver
- Maintenance Tech

### **BOOTH #126**

#### **Brookfield Rehab & Specialty Care Center**

- RN
- LPN
- CNA

### **BOOTH #38**

#### **Capital Equipment & Handling, Inc.**

- Territory Equipment Sales
- Territory Service & Parts Sales
- Forklift Tech

### **BOOTH #13**

#### **CapTel, Inc.**

- Captioning Assistant

### **BOOTH #85**

#### **Central Ag Supply, Inc.**

- Installation Tech
- Dairy Hygiene Route Sales Specialist

### **BOOTH #83**

#### **Crown Services, Inc.**

- CNC Machinist
- Warehouse Staff
- Machine Operator

### **BOOTH #95**

#### **Culver's Hartland**

- Assistant Manager
- FT/PT Weekdays
- FT/PT Weekends

### **BOOTH #69**

#### **Custom Truck One Source**

- Service Tech
- Upfit Tech
- Fabricator

### **BOOTH #56**

#### **Dawes Rigging & Crane Rental, Inc.**

- Service Tech
- Driver

### **BOOTH #2**

#### **Diversified Benefit Services, Inc.**

- Customer Service Representative

### **BOOTH #71**

#### **Dobberstein Law Firm, LLC**

- Legal Collector
- Payment Processor
- Legal Assistant

### **BOOTH #110**

#### **Eaton**

- Welder
- Fabrication Machine Operator
- Material Handler

### **BOOTH #122**

#### **Engine Power, Inc.**

- Diesel Engine Customer Service Specialist
- Quality Control Coordinator
- Diesel Engine Assembly Tech

### **BOOTH #79**

#### **Evoqua Water Technologies**

- Field Service Tech
- Mechanical Designer

### **BOOTH #112**

#### **Ewald Automotive Group**

- Sales Associate
- Technician
- Lot Attendant

### **BOOTH #39**

#### **Express Employment Professionals**

- Warehouse Personnel
- Machine Operator
- Assembler

### **BOOTH #139**

#### **FedEx Ground**

- PT Package Handler
- PT Parcel Assistant

### **BOOTH #67**

#### **Felss Rotaform, LLC**

- Machine Operator
- Maintenance Tech

### **BOOTH #78**

#### **First Bank Financial Centre**

- Bank Teller
- Mortgage Processor
- Universal Banker

### **BOOTH #125**

#### **First Student, Inc.**

- School Bus Driver
- Technician

### **BOOTH #116**

#### **Frontida Assisted Living, Inc.**

- PT Caregiver
- Per Diem/PRN/On Call Caregiver

### **BOOTH #17**

#### **Gateway Plastics, Inc.**

- Maintenance Tech
- Process Tech
- Blow Mold Tech

### **BOOTH #7**

#### **Generac Power Systems**

- Assembler
- Customer Support Rep
- Sales Representative

### **BOOTH #8**

#### **Genesee Lake School / Community Services**

- Direct Support Professional
- Education Support Professional
- Behavior Treatment Tech

### **BOOTH #70**

#### **Global Power Components**

- Industrial Electrician
- Builder
- Welder

### **BOOTH #9**

#### **GO Riteway Transportation**

- School Bus Driver
- Mechanic
- Operation Specialist

### **BOOTH #22**

#### **Goodwill**

- Retail Trade
- Retail Supervisor
- Team Members

### **BOOTH #12**

#### **Greco and Sons of Wisconsin**

- CDL Class A & B Driver
- Warehouse Staff
- Purchasing

### **BOOTH #5**

#### **Gruber Law Offices**

- Paralegal
- Intake Specialist

### **BOOTH #129**

#### **Hartford Finishing, Inc.**

- General Laborer
- Industrial Painter
- Material Handler

### **BOOTH #64**

#### **Helgesen Industries**

- Welder
- General Labor
- Advanced Development Engineer

### **BOOTH #33**

#### **Heritage Senior Living**

- CNA
- Cook
- Dietary Aide

### **BOOTH #68**

#### **Herker Industries, Inc.**

- Machine Operator
- Shipping
- CNC Machine Operator

### **BOOTH #20**

#### **Home Helpers of Lake Country**

- Health Care & Social Assistance
- Caregiver
- CNA

### **BOOTH #117**

#### **Instrument Development Corp**

- Machinist
- Quality Inspector
- Master Planner

### **BOOTH #114**

#### **Jackson Hewit**

- Finance & Insurance
- Client Services Associate
- Tax Preparer

### **BOOTH #37**

#### **Jones Dairy Farm**

- Maintenance Mechanic
- Production Supervisor
- Quality Assurance Analyst





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# Multi-Industry JOB FAIR

## EXHIBITOR LIST:

### BOOTH #130

#### Kapco, Inc.

- Stamping Press Operator
- Tool & Die Maintenance
- Welder

### BOOTH #93

#### Kinex R + M Holdco, LLC

- Customer Contact Center
- Insurance Verification
- Order Intake

### BOOTH #98

#### Kirby Built Products

- Metals
- Assembler
- Fabrication

### BOOTH #46

#### Konecranes

- Service Tech
- Order Management Specialist
- Purchasing Agent

### BOOTH #11

#### Krones, Inc.

- Fabricator
- CNC Machinist

### BOOTH #57

#### Krueger Bearings

- CNC Operator
- Shipping/Sawing
- Quality Inspector

### BOOTH #136

#### Lad Lake, Inc.

- Youth Care Worker
- Food Service Cook
- Mentor

### BOOTH #72

#### Lake Auto Group

- Professional Sales Consultant
- Automotive Tech
- Lot Attendant

### BOOTH #86

#### Lake Lawn Resort

- Culinary
- Food & Beverage
- Banquets

### BOOTH #105

#### LindenGrove, Inc.

- Registered Nurse
- CNA
- Therapist

### BOOTH #16

#### LLS: Lutheran Social Services of WI & Upper MI

- Health Care & Social Assistance
- Support Professional - ARJ
- Licensed Addictions Counselor/Case Manager

### BOOTH #36

#### Lynch Companies

- Technician
- Sales Consultant
- Lube Tech

### BOOTH #120

#### Markel Corp.

- Various Positions

### BOOTH #97

#### McKay Nursery Co.

- Landscape Foreman
- Facilities Foreman
- Landscape Design & Sales

### BOOTH #82

#### Mercury Marine Power Products

- Hourly Production

### BOOTH #24

#### Messer Cutting Systems

- Machine Builder Tech
- CNC Application Specialist
- Electrical Assembly

### BOOTH #94

#### Metal-Era, Inc.

- Machine Operator
- General Labor
- Internship

### BOOTH #1

#### Miba Industrial Bearings

- CNC Machinist

### BOOTH #108

#### Midwest Food & Tobacco Group

- Warehouse Staff
- Non-CDL Driver
- Warehouse Lead

### BOOTH #103

#### Nissen Staffing Continuum, Inc.

- Assemblers (Electrical/Mechanical)
- Material Handling
- Machine Operator

### BOOTH #66

#### Nonn's Flooring, Inc.

- Granite Install Subcontractors
- Flooring Install Subcontractors
- Cabinet Assistant

### BOOTH #40

#### Patriot Fence

- Commercial Fence Installer

### BOOTH #121

#### Paul Davis

- Project Manager
- Technician
- Journeyman Carpenter

### BOOTH #47

#### Per Mar Security Services

- Security Officers

### BOOTH #32

#### Planned Parenthood of Wisconsin

- Reproductive Healthcare Assistant
- Clinician
- Surgical Services Assistant

### BOOTH #123

#### Plastic Molded Concepts, Inc.

- Maintenance Tech
- Process Tech
- Setup Tech

### BOOTH #77

#### ProHealth Care

- Nursing
- Dietary
- Building Services

### BOOTH #135

#### PS Seasoning & Spices

- Purchasing Specialist
- Maintenance
- Packaging

### BOOTH #100

#### Quad

- IT Infrastructure Internship

### BOOTH #31

#### Remedy Intelligent Staffing

- Warehouse Staff
- CNC Machine Operator
- Press Assistant

### BOOTH #15

#### Right at Home

- CNA
- Personal Care Worker
- Caregiver

### BOOTH #138

#### Ritus Corp.

- Shift Lead
- Shift Supervisor
- Customer Service Specialist

### BOOTH #113

#### Robert Half

- Accounting
- Office Position

### BOOTH #18

#### Rotating Equipment Repair, Inc.

- Professional, Scientific & Technical Services
- Engineering Technician
- Welder/Fabricator

### BOOTH #107

#### Russ Darrow Group, Inc.

- Automotive Sales Consultant
- Automotive Tech

### BOOTH #25

#### ScribeAmerica

- Medical Scribe

### BOOTH #6

#### SEEK Careers/Staffing

- Manufacturing
- Skilled Labor
- Clerical

### BOOTH #58

#### Serve You Rx

- Pharmacy Tech
- Pharmacy Services Rep
- Benefit Support Specialist

### BOOTH #124

#### Signicast

- Manufacturing Tech
- Maintenance Tech
- Tool/Mold Maker

### BOOTH #45

#### Silgan Containers

- Industrial Mechanic
- Warehouse Operator
- Maintenance Tech

### BOOTH #137

#### Singlewire Software

- Software Engineer Intern
- Quality Assurance Analyst Intern
- Software Engineer

### BOOTH #87

#### Sjoberg Tool & Mfg.

- Brake Press Operator
- Turret Punch Press Operator
- Laser Operator

### BOOTH #49

#### SKYGEN USA

- Customer Service Rep
- Software Developer

### BOOTH #90

#### Snap on Tools

- CNC Machinist
- Machine Repair
- General Production

### BOOTH #115

#### SourcePoint Staffing, LLC

- Machine Operator
- Forklift Operator
- General Labor

### BOOTH #119

#### Spectrum

- Field Tech
- Store Associate

### BOOTH #111

#### Spincraft

- General Laborer
- Machinist
- Heat Treat Tech

### BOOTH #127

#### SPX Transformer Solutions

- Electrical Product Assembler
- Welder
- Coil Winder Screw

### BOOTH #132

#### Steel Craft Corp.

- Welder
- Quality Tech
- Material Handler

### BOOTH #34

#### Summit Credit Union

- Teller
- Personal Banker
- Branch Manager

### BOOTH #76

#### Super Products, LLC

- Welder
- Assembler
- Engineer

### BOOTH #92

#### Sussex IM, Inc.

- Setup Tech
- Maintenance

### BOOTH #48

#### Sysco Eastern Wisconsin, LLC

- CDL A Delivery Truck Driver
- Warehouse Staff
- Outside Sales Rep

### BOOTH #19

#### Systems Control, Inc.

- Electrical Designer
- Electrical Engineer
- Senior Electrical Engineer

### BOOTH #23

#### Systems, LLC

- Welder
- Assembler
- Industrial Spray Painter

### BOOTH #27

#### Target

- General Merchandise Expert
- Fulfillment Expert
- Food & Beverage Expert

### BOOTH #96

#### The Ingleside Hotel

- Housekeeping
- Group Sales Manager
- Food Service

### BOOTH #88

#### ThermTech of Waukesha

- Blaster
- Furnace Operator
- Finisher

### BOOTH #106

#### TOTAL Mechanical

- Metal Fabricator
- CAD/BIM/3D Operator
- HVAC Estimator

### BOOTH #4

#### Tri City National Bank

- FT & PT Personal Banking Rep
- PT Personal Banking Trainee

### BOOTH #102

#### Ultra Tool & Manufacturing, Inc.

- Punch Press Operator
- Entry Level Manufacturer
- Fabrication Tech

### BOOTH #43

#### United Tool, LLC

- CNC Lathe Operator
- CNC Mill Operator
- Shipping/Receiving

### BOOTH #29

#### UWM Children's Learning Center

- Infant Lead Teacher
- Toddler Lead Teacher
- Preschool Lead Teacher



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# Multi-Industry JOB FAIR

## EXHIBITOR LIST:

### BOOTH #35

#### Valmet

- Cleaning Room Team Member
- Melt Team Member
- Mold Team Member

### BOOTH #81

#### Valvoline Instant Oil Change - Ivy Lane Corp.

- Automotive Tech

### BOOTH #61

#### Virtex

- Assembly Operator
- Quality Control Inspector
- SMT Operator

### BOOTH #99

#### Volunteers of America Wisconsin

- Direct Support Professional
- Program Manager

### BOOTH #91

#### Walbec Group

- Quality Control Tech

### BOOTH #10

#### Waukesha County

- Variety of Positions

### BOOTH #65

#### Weissgerber's Seven Seas

- Chef
- Wait Staff
- Banquet Sales

### BOOTH #118

#### Weld-Fab Mfg

- Manufacturing Supervisor
- Sheet Metal Account Rep
- Fabrication Specialist

### BOOTH #53

#### Western States

- Machine Adjuster
- Machine Operator
- Setup Operator

### BOOTH #42

#### WHR Group

- Proposal Writer
- Bilingual Relocation Associate

### BOOTH #41

#### Wis-Pak

- Maintenance Tech
- Equipment Operator

### BOOTH #101

#### Wisconsin Coach Lines

- Motor Coach Driver
- Mechanic
- Cleaner

### BOOTH #44

#### Wisconsin Early Autism Project

- Behavioral Treatment Tech

### BOOTH #131

#### Wisconsin Lift Truck

- Service Tech
- Inside Sales Administrator

### BOOTH #134

#### Wisconsin Memorial Park

- Sales

### BOOTH #80

#### Zignego Company, Inc.

- Heavy Equipment Mechanic

### Community Resources

- Copy Machine/Sign Language Interpreter
- Waukesha County Technical College (WCTC)
- Veterans
- LinkedIn Photo Booth
- Division of Vocational Rehab. (DVR)
- Workforce Development Center (WFDC)



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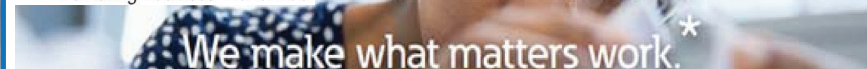
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# 7 tips to help choose your health plan during open enrollment

Brandpoint

Open enrollment season is here, a time when millions of Americans across the country have the opportunity to select or switch their health insurance plan for 2020.

To help guide you during this important time, Elena McFann, regional CEO with UnitedHealthcare, shares the following tips that may help lead you to better health and cost savings.

## **Tip 1: Know your open enrollment dates.**

■ For the 180 million Americans with employer-provided coverage, many employers set aside a 2-3-week period between September and December when employees can select health benefits for the following year.

■ For the more than 64 million people enrolled in Medicare, Medicare Annual Enrollment runs from Oct. 15 to Dec. 7 each year.

For most people, changes made during this time will take effect Jan. 1, 2020.

## **Tip 2: Understand your options.**

When it comes to selecting a plan, one size does not fit all. Take the time to understand your options so you can find what will work best for you. A good first step is to make sure you understand health insurance lingo, such as premium, deductible, coinsurance and out-of-pocket maximum. If you need a refresher, check out UnitedHealth Group's Just Plain Clear Glossary (in English, Spanish and Portuguese) to learn and

understand health care terms. And if you're eligible for Medicare, make sure you're familiar with the difference between Original Medicare and Medicare Advantage as you weigh your options.

## **Tip 3: Anticipate next year's health expenses.**

When reviewing your options, plan ahead. Maybe you are expecting a significant health event next year, such as a surgery or having a baby. If so, then it's even more important to compare the "total cost" of your plan, not just your monthly premium. Plan designs vary, so also compare deductibles and out-of-pocket maximums.

## **Tip 4: Check to make sure your medications are covered.**

Even if you don't expect to change plans, it's important to make sure your prescription drugs will still be covered next year. Costs can change from year to year, and how much you pay for generics vs. brands may differ among health plans.

## **Tip 5: Ask about well-being programs.**

Many health plans now offer financial incentives that reward you for taking healthier actions, such as completing a health survey, walking, going to the gym or not using nicotine. Also, many Medicare Advantage plans offer gym memberships and wellness programs for members at no additional costs.

## **Tip 6: Don't forget about specialty benefits.**

Additional benefits, such as dental, vision, hearing, disability or crit-

ical illness insurance, are often cost-effective coverage options that can help protect you and your family from head to toe. For Medicare beneficiaries, some may be surprised that Original Medicare doesn't cover prescription drugs and most dental, vision and hearing services, but many Medicare Advantage plans do.

## **Tip 7: Try the convenience of virtual visits.**

If you are busy juggling kids' schedules or work travel, or simply prefer to connect with a doctor from the comfort of your

own home, consider choosing a plan that includes 24/7 virtual visits. It may be a convenient, lower-cost way to talk to a doctor about minor health issues, and all you need is a smartphone, tablet or computer. Often, telehealth is available to members of employer-sponsored, individual and Medicare Advantage plans.

For more helpful articles and videos about open enrollment and health care, visit [UHCOpenEnrollment.com](http://UHCOpenEnrollment.com).

TALENT... from page 1

## **Ambiance**

Beyond location and service-based amenities, today's employees are increasingly demanding a workplace with a beautiful atmosphere, which often includes access to outdoor spaces. Building designers are taking note, providing more open spaces, skylights and/or atriums for a lighter, more welcoming work environment.

For example, The McEwen Building in the Cool Springs submarket of Nashville, Tennessee offers employees and visitors an outdoor sitting area complete with a fountain and plush landscaping, while 3003 Washington Boulevard in Arlington, Virginia has a rooftop terrace with stunning views of Washington, D.C.

## **Employee engagement**

With Generation Z workers about to enter the workforce, today's employers

also understand the power of creating engagement within their team, especially among young professionals. Next-level office amenities can increase employee satisfaction and deepen their connection to their employer.

For instance, RBC Plaza in Minneapolis offers a billiards lounge, as well as a cafe and coffee shop, while Preston Commons in Dallas, Texas and 201 Spear Street in San Francisco both have on-site bars, giving office workers places to unwind and congregate after work.

KBS, one of the largest owners of premier office buildings in the nation, has partnered with many of America's most prominent companies to support recruitment and retention by buying well-located offices and infusing them with state-of-the-art amenities - many of which go well beyond the "traditional," elevating the office experience to the next level. To learn more, visit [kbs.com](http://kbs.com).





# 4 key resources small businesses need to succeed

## Brandpoint

From small home offices to co-working spaces to hotels and airplanes - as a small business owner, you've likely learned that being flexible with your work environment is critical to establishing and growing your business. No matter the spaces you travel to and run your business from, there are a few important resources to have in place to ensure that your operations are productive, efficient and a step ahead of your customer's needs.

## Office-quality equipment at consumer prices

As a small business owner, time and cost savings are precious. Make sure you know what tools your business needs to function smoothly, and choose the most efficient, cost-effective equipment to meet those needs. Whether it's a good phone system, up-to-date computers or a shredder to safely dispose of sensitive documents, your business is only as good as the equipment you rely on. For example, a great product to invest in is a high-quality, reliable cartridge-free printer, like the Epson EcoTank Monochrome Supertank printer. Print more and worry less with a printer that comes with an easy-to-fill supersized ink tank that holds enough ink to print up to 6,000 pages and has a fast first page out time. Available in-store at Office Depot and OfficeMax, the Epson EcoTank wireless SuperTank printers also allow you to use voice-activated printing via Amazon Alexa, Google Assistant and Siri, giving you the convenience to focus on what's most important for your business.

## Professional IT support

Build a tech support team that keeps your business running no matter where you are. You likely don't have the time to run your business and be your own IT support help desk. With help from a 24/7 remote tech support team from Workonomy, at Office Depot, you can have access anytime and anywhere to a dedicated experienced tech support team by chat or phone. There's never a good time for computer problems, but with a reliable 24/7 tech support team that helps with everything from data recovery to virus scans, you can have confidence that your tech will be running smoothly and optimize your business for efficiency.

## A method and a space for resetting

Just because you can bring the office with you wherever you go doesn't mean you should. Make time to leave it all behind. Create a toolbox of activities that help you reset, relax and rejuvenate your thoughts so you can bring fresh ideas to your business. From a brisk walk or a podcast episode to a phone call with a friend, choose one or two activities that you can quickly call upon each day to reset your mind and passion.

## A workplace that's as flexible as you are

Whether you are traveling, meeting a new client, need some help with your laptop or just want a small space to call your own, a great resource to have on hand is a co-working space. Office Depot's Workonomy, Hub co-working service provides support and assistance to home-based and small businesses in select locations. From private offices and conference rooms to daily drop-in, there's a space and a plan that fits your work style. You can also take advantage of services including tech support, storage, packing and shipping, and more. Check out the available services and locations near you at [officedepot.com](http://officedepot.com).

Being a business owner requires you to wear a lot of hats and sometimes work in unique and on-the-go places. Your environment doesn't have to impact the output of your business. With the right equipment and tech support, outlet to relax, and a flexible co-working space, you can set your business up to run efficiently and give yourself more time to do what you're most passionate about. Sponsored by Office Depot.



## Expert tips to reduce workplace stress for better health

### Brandpoint

Feeling stressed at work? If so, you're not alone. A recent Gallup Poll on stress, worry and anger revealed that 55% of Americans said they experienced stress "a lot" during the day, up from 46% in 2006.

In the workplace, stress can affect your attitude, relationships with colleagues and work performance. Although a modest amount of stress is normal, high levels of stress can be dangerous to your health and may contribute to serious health problems such as high blood pressure, heart disease, diabetes, anxiety and depression.

But there are ways to help manage stress. Ann Marie O'Brien, R.N., national director of health strategies, UnitedHealthcare, shares the following tips that may reduce your workplace stress and get you back on a healthy track performing at your usual best.

**1) Talk to your boss.** Consider having an open discussion with your boss about the stressors associated with your work

responsibilities. Ask if there is an opportunity for additional skills training, or possibly even restructure your job to make it more manageable and better aligned with your interests and skills. Also, check if your company has an employee assistance program (EAP), which may provide available counseling and online resources.

**2) Brush up on your time-management skills.** We've all had days when it seems impossible to get everything done. In some cases, poor time management is the reason we feel this way, which then may trigger stress. For your next work assignment, talk with your supervisor before getting started to plan realistic goals, priorities and deadlines.

**3) Take advantage of workplace well-being programs.** An increasing number of employers are offering well-being programs through their health plan and are making healthier food options available in the workplace. Some employers offer gym reimbursement programs such as UnitedHealthcare's Gym

Check-In, have onsite workout rooms, offer stand-up desks, and encourage walking meetings and well-being challenges like taking the stairs. For your physical and mental health, combine exercise with a well-balanced diet, O'Brien said.

**4) Grow your support network.** If you have a close colleague at work, talk with that person and explain your work stressors and brainstorm possible solutions. If you don't, then reach out to friends and loved ones. It's important that you don't isolate yourself after a stressful event.

**5) Focus on yourself.** If you're feeling stress, a simple treat such as going to a movie, enjoying your favorite meal or just getting away to take a brief walk can give you time to unwind and recharge. If you cannot get a handle on your stress, talk to your doctor. She or he may recommend a counselor who could help you find other ways to help reduce or manage the unhealthy stress in your life.





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