Holidaying with your PDA? Top tips for stressed out executives this Summer

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We all know it's normal for executives to start the day extremely early, to work well over the standard 40-hour week - often working on weekends and whilst on holiday, but does this make for the most productive business or are we just adhering to the cult of overwork?

Dominic Turnbull, a senior consultant at The McLane Group offers the following advice:
"It's vital people value their own emotional, mental and physical wellbeing and take time away from the office to truly relax. Rather than worrying about emails and deadlines, workers should take a well-deserved holiday and then return to the office feeling refreshed, replenished and ready for business."

It's a fact - the UK has the longest working hours in Europe meaning that thousands of us feel unable to switch off when away from the office. It's incredibly important that people acknowledge we need a break and that our families and home life should have an equal share of our time.

By spending time outside of work not only replenish spent energy whether it is emotional, intellectual or physical, it actually makes you more efficient at work. We all know that for most leaders and employees, the first 40 hours they work each week are worth much more to the company than the next 20 hours. But those extra hours spent at work can damage your personal life…which in turn becomes damaging to the company. So what should you do before you go on holiday to help with a stress-free break and a more productive employee!

Top 10 Tips for a Stress-Free Summer for UK Executives
Before you leave work, look at your workspace and say to yourself 'you are complete'...then leave
Spend 30 minutes on your own at work at the end of the final day in reflection mode in order to 'complete' that session of work and get into holiday mode before you arrive home
Create a "Whilst I am away list" and arrange to do a suitable handover to a colleague the day before you leave
Make sure that your partner is aware that you aim to have a stress-free holiday away from the office with as little interruption as possible
If impossible to be completely out of touch with the office then set aside 30 mins before breakfast to answer any urgent e-mails and calls
Make sure your boss is confident that your absence won't create a fracture in the business – he/she should be assured and happy on your last day
Empower key subordinates to make difficult decisions in your absence
Put systems in place to ensure all clients have alternative contact details so you don't get bugged when you're away - set up auto reply on Microsoft office and make sure you leave trusted colleagues email/telephone contact details
Don't talk shop when you're away – your partner will get tired of hearing about it - love your time with your partner and family
Book one extra day on holiday at home when you return

The McLane Goup – Company Background

Formed in 1996, The McLane Group is a consultancy specialising in people, transformation and breakthrough performance. The company works with leaders and teams in some of the world's top organisations, delivering company-wide programmes and personalised executive coaching. They deliver and implement major changes in blue chip multi-nationals and have worked closely with ITV, Unilever plc – Worldwide, ICI – UK, Abbey National – UK, Hostess Frito Lay – Canada, IBM – USA, Sweden & Italy, Black & Decker – UK, Iveco Ford Truck, Quest International – Worldwide, Campbells Soups – Canada and Gerber Foods – USA. They are currently working closely with Unilever, IBM, Bakemark and Alliance Boots to name a few.

Dominic Turnbull, Managing Director and Consultant At The McLane Group will be available for interview to advise on top tips for stressed out executives this Summer. More information can be found at: www.mclanegroup.co.uk.

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