



WORKLOAD PRESSURE

When everything is urgent, nothing gets the attention it deserves.

Workload pressure is one of the most common challenges facing today's workforce. Competing priorities and limited time can leave people feeling overwhelmed. This practical course helps participants recognise the signs of workload pressure and develop strategies to manage their workload more effectively. Participants will learn how to prioritise tasks and manage competing demands, as well as practical strategies to communicate workload concerns early. The session also examines the importance of reducing unnecessary interruptions and recognising when support may be required. With a strong emphasis on realistic tools and sustainable work habits, participants will leave better equipped to manage pressure while supporting their wellbeing and performance. Small changes can make a significant difference to workload management and wellbeing.

Key Course Content:

- Recognise the causes and signs of workload pressure
- Understand the impact of workload pressure on wellbeing and performance
- Identify personal and workplace contributors to pressure
- Prioritise tasks when everything feels urgent
- Manage competing demands and expectations more effectively
- Communicate workload concerns before they become problems
- Set healthy boundaries and manage interruptions
- Develop practical strategies to stay focused and productive
- Recognise when support or escalation may be required
- Develop realistic and sustainable work habits



Target Audience:

The course can be tailored for the specific cohort.



Duration:

This course is available as a 1-day course or a truncated 1/2 -day course.



Delivery:

This course can be delivered both in-person or virtually. For virtual delivery, we can use our virtual platforms or your organisation's.



Group Size:

We recommend a group size of 6-12 people.