



Work-Life Balance for Research Faculty in Academia

Academic life is a demanding career that often blurs the lines between work and personal life. Balancing research, teaching, and administrative responsibilities with family and personal time can be a significant challenge for research faculty.



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The Challenge of Competing Demands

Research Projects/ Clinical Duties

Research/clinical demands require dedication and focus, often leading to long hours in the lab, clinic, or office.

Teaching Responsibilities

Teaching courses, grading assignments, and meeting with students can take up a considerable amount of time.

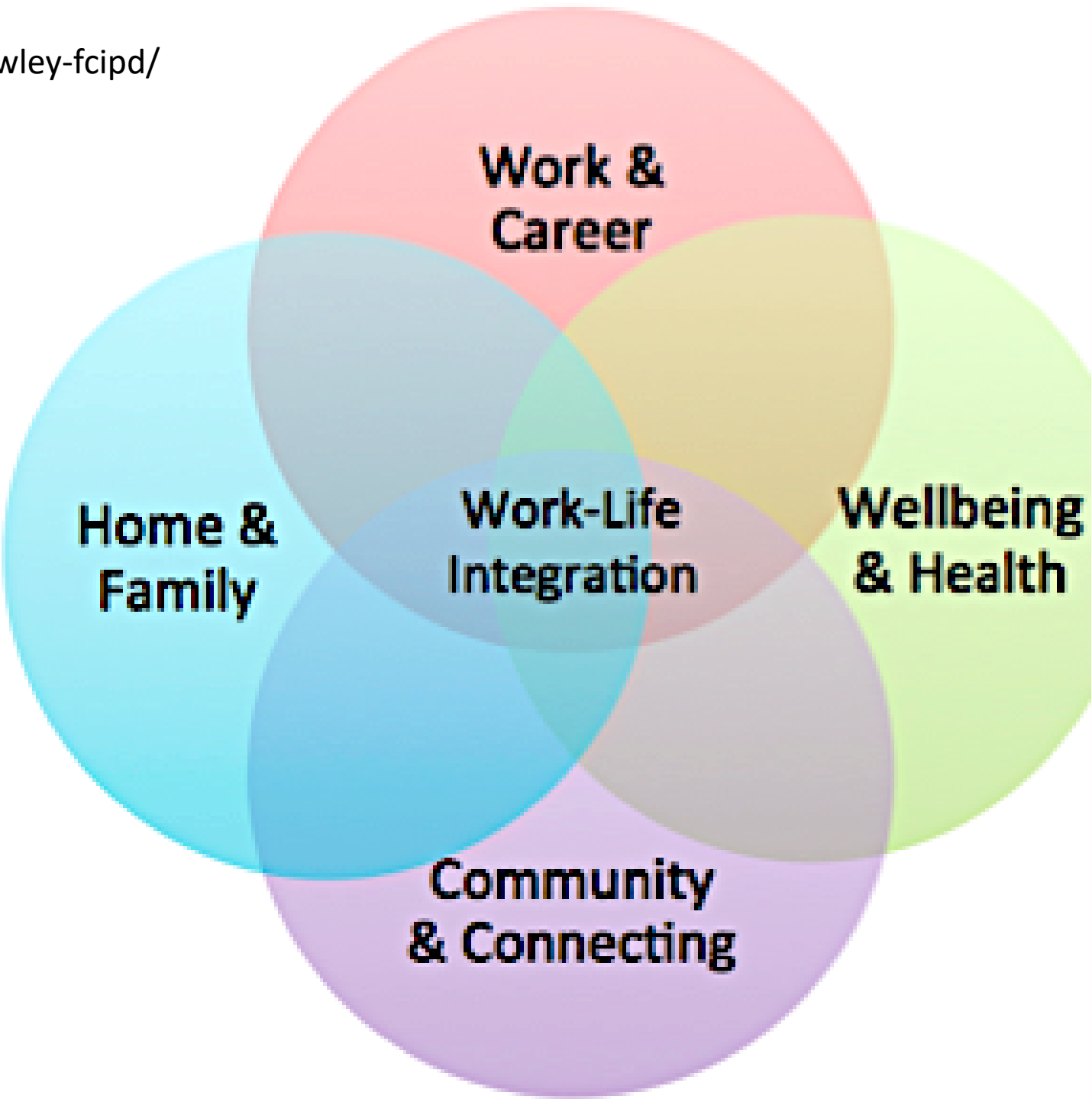
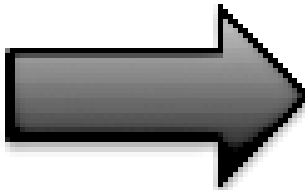
Administrative/Service Duties

Faculty members are often involved in departmental meetings, committee work, and grant applications, adding to their workload.





Balance



Integration

Strategies for Time Management



1

Prioritize Tasks

Focus on the most important tasks and delegate or postpone less urgent ones.

2

Schedule Time Blocks

Allocate specific time slots for research, teaching, and personal commitments.

3

Use Technology

Utilize productivity tools, scheduling apps, and online resources to manage tasks and appointments.



Prioritizing SelfCare and Wellbeing

1 Regular Exercise

Physical activity helps reduce stress and improves overall well-being.

2 Adequate Sleep

Getting enough sleep is crucial for physical and mental health, enhancing productivity and reducing burnout.

3 Healthy Diet

Eating nutritious foods provides the energy and nutrients needed to manage a busy schedule.

4 Time for Hobbies

Engaging in enjoyable activities outside of work helps maintain a balanced lifestyle.



Boundary Setting and Learning to Say No

Establish Boundaries

Define clear limits between work and personal time, including designated working hours.

Learn to Say No

Decline requests or commitments that conflict with your priorities or time constraints.

Prioritize Your Time

Focus on your most important responsibilities and avoid overextending yourself.



Integrating Family and Personal Life

Involve Family Members

Communicate your workload and priorities to your family and seek their support in managing responsibilities.

Quality Time

Prioritize quality time with your family, even if it's just a few minutes each day, to strengthen relationships and create lasting memories.



Cultivating a Supportive Work Environment



Teamwork and Support

Collaborate with colleagues and build a network of support within your department.



Open Communication

Foster open communication with colleagues and supervisors to address concerns and share strategies.



Flexible Policies

Advocate for flexible work arrangements and policies that promote work-life balance.



Wellness Programs

Encourage and participate in wellness initiatives offered by your university or department.



Emotional Wellness



Physical Wellness



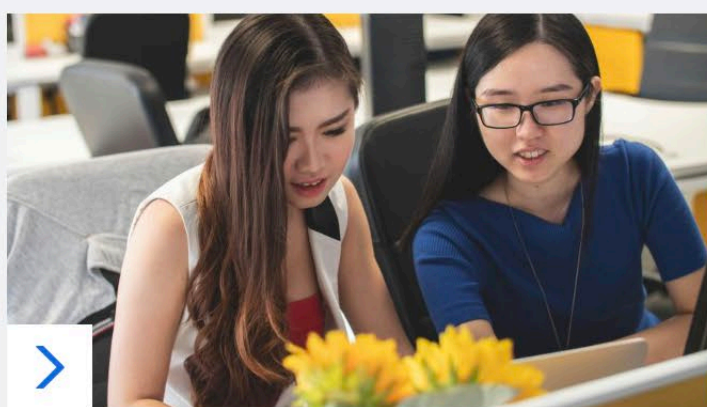
Social Wellness



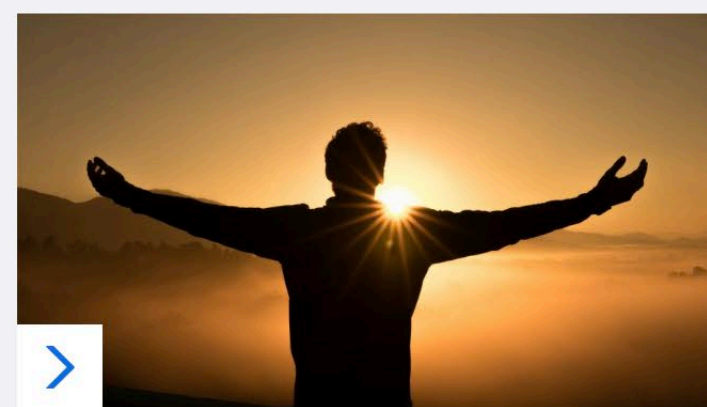
Financial Wellness



Environmental Wellness



Career Wellness



Spiritual Wellness

UCSF Wellness Resources

- <https://mywellness.ucsf.edu/>

<https://hr.ucsf.edu/wellbeing/faculty-and-staff-assistance-program>

Faculty and Staff Assistance Program

Experiencing a personal or work-related issue? The Faculty and Staff Assistance Program is here to help. In case of emergency, call 911 or go to the nearest emergency room.



We're Here for You

The Faculty and Staff Assistance Program invites UCSF faculty, staff, residents, postdocs and clinical fellows to use our free, confidential employee counseling services. FSAP is dedicated to supporting the mental and emotional health of our community, enhancing both individual growth and collective strength. (UCSF VPN required to schedule appointments)

UCOP employees will be unable to access the online appointment request form. Please email fsap@ucsf.edu directly to schedule an appointment. Include your full name in the email and indicate that you are a UCOP employee.

[Make an appointment](#)



Child Care Centers

Get to know UCSF's four beautiful child care centers, operated in partnership with Bright Horizons. Join the wait pool.

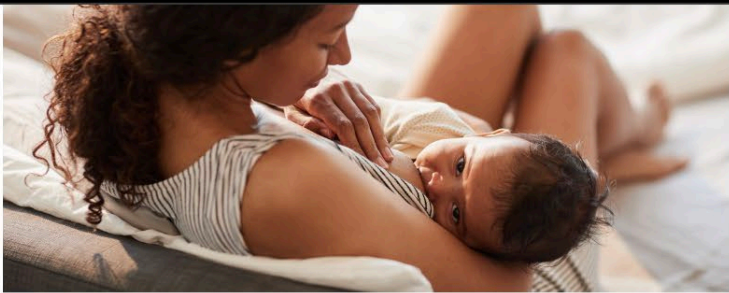
—————> [Child Care Centers](#)



Child Care Referral Service

Contact our in-house Referral Service for help finding care in the general community.

—————> [Child Care Referral Service](#)



UCSF Lactation Accommodation Program

Get access to lactation rooms, pumping supplies, workshop and support groups, policies, toolkits, and more!

—————> [UCSF Lactation Accommodation Program](#)



Milk Stork

Offering seamless delivery of refrigerated or frozen human milk for UCSF parents traveling on UCSF business.



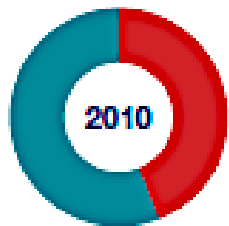
Sitters, Back-Up Care, Tutoring, and Other Home Help



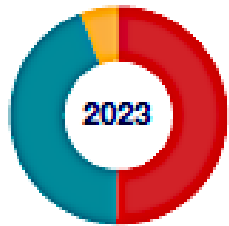
Adult and Elder Care

Explore UC/UCSF-sponsored adult/elder care support services.

Faculty Gender Trend

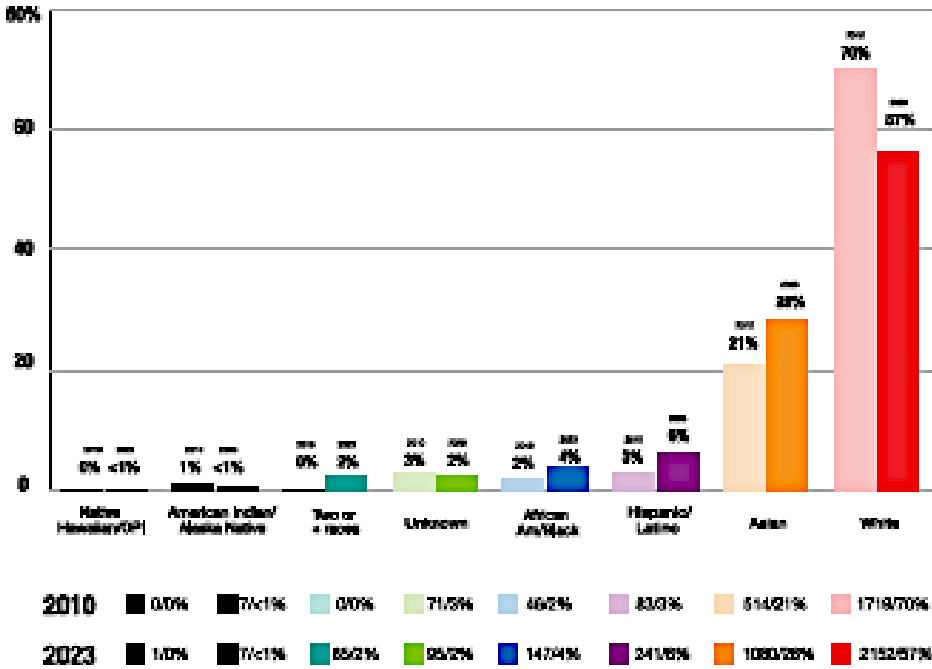


Female 1064/ 44%
Male 1376/ 56%



Female 1920/ 50.4%
Male 1687/ 43.8%
Unknown 221/ 5.8%

Faculty Race/Ethnicity Trend



Data as of October 2023

What We Do

The CARE Program provides free, confidential support to any UCSF affiliate including students, staff, faculty, post docs and researchers who have experienced discrimination, harassment, or abuse related to race, ethnicity, national origin or other protected identities AND to any UCSF affiliate who has experienced interpersonal violence such as sexual assault, dating/intimate partner violence, sexual harassment or stalking.

If You've Been Assaulted →

Get confidential support, guidance, and resources.

Make a Report ↗

In person, online, or anonymously.

Frequently Asked Questions ↗

Sexual violence, harassment, reporting, and more.

Responsible Employees →

Some people you talk to may be required to report to the Title IX officer.

Reporting Options →

Criminal, civil, and administrative reporting options. No-contact orders.

Help a Friend or Colleague →

How to support a survivor and assess your own feelings.

CARE Advocate Services

Services are available to people of all genders, and the incident does not have to be recent nor does it have to have occurred on campus. The CARE Advocate can explain your [options for filing a report](#) as well as your options if you choose [not to report](#). The CARE Advocate can assess your needs, provide emotional support,

Quick Links

- [UCSF Office of Diversity and Outreach ↗](#)
- [UCSF Anti-Racism Initiative ↗](#)
- [CARE Ambassador Program →](#)
- [Self-Care →](#)
- [Join UC Survivors + Allies →](#)
- [News & Events →](#)

Confidential Resources

- CARE Advocate
[\(415\) 502-8802](#)
Available 24 hours for emergencies.
Press 1 to reach a crisis counselor.
- Office of the Ombuds
[\(415\) 502-9600](#)
- UCSF Student Health and Counseling
[\(415\) 476-1281](#)
- Faculty and Staff Assistance
[\(415\) 476-8279](#)

Thank You!!!

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No one on his deathbed ever said, 'I wish I had spent more time at the office'.

*-Paul Tsongas,
Politician*



REALWEALTH
network

Resources:

1. <https://facultyacademicaffairs.ucsf.edu/faculty-life/family-friendly-policies-and-resources>
2. <https://mywellness.ucsf.edu/emotional-wellness>
3. <https://hr.ucsf.edu/wellbeing/faculty-and-staff-assistance-program>
4. <https://campuslifeserviceshome.ucsf.edu/familyservices>
5. <https://diversity.ucsf.edu/>
6. <https://careadvocate.ucsf.edu/>