OCTOBER COACHING · October, 2026

Work-Life Balance Coaching Worksheet

For National Work and Family Month. Balance doesn't mean equal time; it means your time reflects what matters most to you.

Step 1: Rate Your Balance (1 = very unsatisfied, 10 = very satisfied)

Life area	Score today (1–10)	Score I want in 3 months	One thing that would help
Work and career			
Family and home			
Partner or close relationships			
Friendships and community			
Physical health			
Mental and emotional health			
Rest and fun			
Growth and purpose			

Step 2: Clarify Your Priorities

My top three priorities right now:

What drains my time and energy:

Step 3: Set One Boundary

Examples: no work email after 7 p.m. · a protected family dinner three nights a week · a real lunch break · one weekend morning just for me.

My boundary, and how I'll communicate it:

Step 4: My One-Week Experiment

	My small, specific action	When and where	Done?
Work			
Home / family			
Me			

Coaching tip: Start smaller than you think you need to. Review this sheet in one week: What worked? What will you adjust? Coaching can help you turn these insights into lasting change.

For educational and wellness purposes; not a substitute for counseling. In crisis? Call or text 988, or call 911.