

Finding My Balance

Practical ways to create more balance in your life, support your wellbeing and do what matters most to you.

Small Steps • Better Balance • A Calmer You

Balance is often pictured as everything receiving an equal share of our time: work, relationships, rest, exercise, family, home and ourselves all neatly divided. Real life rarely works like that. Some weeks one part of life will need more from us. Balance is less about perfect equality and more about noticing when one area has been taking too much for too long.

This guide helps you look at where your time, attention and energy are going, what is being squeezed out, and what realistic adjustments might make everyday life feel more sustainable. It is not another list of things you should be doing. Sometimes better balance comes from doing less.

1. What does balance mean to me?

There is no universal formula for a balanced life. Somebody who needs plenty of solitude may feel well with a very different week from somebody who gains energy from frequent social contact. Your balance also changes across different stages of life. The useful question is not whether your life looks balanced from the outside, but whether it feels sustainable from the inside.

When my life feels reasonably balanced, what is usually present?

What are the first signs that my balance is slipping?

2. Where is my energy going?

Time and energy are related but not identical. An hour doing something emotionally demanding can cost more than several hours doing something familiar. Certain environments, conversations, decisions, sensory demands or responsibilities may use a disproportionate amount of capacity. Looking only at hours can therefore hide why we feel depleted.

Things that currently take the most energy from me...

Things that restore or steady my energy...

3. What keeps getting pushed aside?

When life becomes crowded, certain needs are repeatedly treated as optional. Rest, meals, movement, medical appointments, hobbies, friendships, quiet, creativity and sleep can all be postponed because something else feels more urgent. Over time, constantly postponing our own needs can make the entire system harder to sustain.

The things I keep telling myself I will get to later are...

4. The difference between urgent and important

Urgent tasks demand attention now; important things contribute to our wellbeing, relationships, values or longer-term stability. The two sometimes overlap, but not always. If urgent demands continually win, important parts of life can disappear from the calendar altogether.

What feels urgent in my life right now?

What is important but rarely feels urgent enough to protect?

5. Balance through reducing

We often try to restore balance by adding more: exercise, meal planning, meditation, social time, organisation. These can be useful, but adding another task to an overloaded life can create more pressure. Before adding anything, ask what could be simplified, delegated, shortened, postponed, shared or stopped.

What could I make easier rather than trying harder?

What could somebody else help with?

6. Boundaries protect balance

A boundary is not simply saying no. It can be deciding when you are available, how quickly you respond, what responsibilities you accept, how much explanation you give, or what you need before agreeing to something. Boundaries create edges around our time and energy so that every request does not automatically become our responsibility.

Where would a clearer boundary protect my energy?

A sentence I could use to communicate that boundary...

7. Build in recovery, not just activity

Many schedules account for the activity but not the recovery afterwards. A busy workday, appointment, social event, journey or emotionally difficult conversation may require decompression. Recovery is part of the activity's true cost. Planning it deliberately can reduce the cycle of pushing through and then crashing.

Which activities usually require recovery time for me?

What does useful recovery actually look like for me?

8. My balance check-in

Rather than waiting until everything feels unmanageable, use a short check-in once a week. Ask what took most of your energy, what helped, what was neglected and what the coming week contains. Then choose one adjustment. Balance is maintained through small corrections rather than one perfect plan.

This week took most of my energy because...

Something that helped me feel steadier...

One adjustment I want to make next week...

A message from Maggie

Finding balance does not mean giving every part of your life the same amount of attention. Sometimes work will need more. Sometimes family will. Sometimes your health or emotional wellbeing needs to come first. Balance moves because life moves.

Try not to judge yourself by how much you can fit into a day. Look instead at whether the way you are living is sustainable. Notice what repeatedly empties you, what helps you recover and what matters enough to protect. You do not have to change everything. One small adjustment can begin to give you more room to breathe.

Space to Breathe Therapy

Reflective & Intentional Living