



# Holiday Season: Reducing Employee Stress

By Kelly Spors

The holiday season is supposed to be a time of comfort and joy. Yet, for many people, it can also be a time of great stress. Employees have to juggle their professional duties with personal demands, such as shopping for gifts, hosting and attending holiday parties, cleaning, and cooking. Moreover, some workers may feel financially or emotionally drained this time of year. "The holidays can be a hectic time for many, and a lack of money, a lack of time, and the hype and commercialism of the season causes increased stress" for many Americans, according to a 2006 study by the American Psychological Association.

Business owners and managers can take steps to relieve their employees' stress levels around the holiday season and make their lives a little merrier.

**Be flexible about scheduling**  
Offering flexible scheduling or extra personal time in the days leading up to Thanksgiving or Christmas may be the best gift you can give your

employees. This will allow them extra time to run errands, shop, spend time with family or simply unwind during the hectic holiday season.

**Hire temporary staff, if you need extra help**  
Hiring a few extra workers can relieve your full-time staff and prevent them from needing to work overtime around the holidays.

**Don't overdo employee holiday events**  
Even though it's a festive time of year, office holiday parties and other employee events around the holiday season only place an extra burden on your staff. Consider keeping work-related events to a minimum around the holidays, if possible. Perhaps host just one party or employee event over the holiday season.

**Praise your staff**  
Your employees may need some extra encouragement and compliments around the holidays. Tell employees directly that they're doing good work or give them cards with messages that show gratitude. Whatever you do, avoid making



the holidays extra stressful by complaining too much or pressuring your employees.

**Be sensitive to cultural or religious differences**  
Remember that not everyone celebrates

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The Lendlease Turner Joint Venture (LLTJV) will construct 1.2 million additional square feet of space expanding the nation's busiest convention center. The LLTJV team is reaching out to New York State certified MWBE-SDVOB firms to cultivate significant participation on the project.

**How To Get Involved:**  
LLTJV@moderntimesinc.com issues Notice of Interest (NOI) emails to all Lendlease Turner registered vendors notifying them of upcoming 1st tier opportunities on the project. Firms respond by clicking through the NOI to the opportunities that match scopes of work they perform.

**To Register as a Vendor with Lendlease Turner JV:**  
Note: All NYS Empire State Development certified MWBE/SDVOB vendors are already registered with LLTJV. Please contact us if your firm is not currently receiving LLTJV Notices of Interest by sending a note to: LLTJV@moderntimesinc.com

**Get or Update Your Empire State Development MWBE & SDVOB Certificate:**  
LLTJV seeks Empire State Development certified firms for every 1st Tier Subcontract Opportunity.

**Seeking to be certified or re-certified?** Visit <https://esd.ny.gov/mwbe-new-certification> to learn more about eligibility, requirements, and how to get started.

**Have a question about certification?**  
Call the Empire State Development MWBE Hotline: (212) 803-2414

To get in touch, please contact: [LLTJV@MODERTIMESINC.COM](mailto:LLTJV@MODERTIMESINC.COM)

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**Reconstruction and Improvement of Rikers Island North and South Pumping Stations**  
NYC DEP Contract No. PS-RI-N&S (NYS MWBE)  
Bid Date: December 20, 2018

**Line Structural Component Repair Program—Canarsie Line**  
MTA NYCT Contract No. C-48719 (NYS MWBE, SDVOB)  
Bid Date: December 11, 2018

**PS-RI-N&S, Reconstruction and Improvement of Rikers Island North and South Pumping Stations (NYS MWBE):**  
**Description of Project:** This project includes several items of work to reconstruct and improve the Rikers Island North and South Pumping Stations. These include but are not limited to structural demolition, excavation, SOE, concrete, structural modifications, mechanical, electrical, instrumentation and controls, and minor architectural work.

**C-48719, Line Structural Component Repair Program—Canarsie Line (NYS MWBE, SDVOB):**  
**Description of Project:** This project is to repair the structural steel and concrete defects in the subway tunnel between First Avenue Station and Eighth Avenue Station in Manhattan. Additional station component repairs for Sixth Avenue Station, Canarsie Line, in the Borough of Manhattan are also included.

**Many bidding opportunities available.**

If you are interested in bidding on these projects, please contact Skanska's Outreach Coordinator: [Julia.Omanoff@skanska.com](mailto:Julia.Omanoff@skanska.com) • EOE/M/F/Vet/Disabled

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Work Begins on \$555 Million Kosciuszko Bridge Project

**Sub-Bid Requests**

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**NORTHEAST EVENTS FOR YOUR BUSINESS**

**2018**

[miguel.moralez@sba.gov](mailto:miguel.moralez@sba.gov)  
Fee: Free; registration required

Join us in the capital city and hear from a Small Business Administration representative about the technical and financial resources available to help you start and grow your small business. The New Hampshire Secretary of State Corporation Division will walk you through registering a business online. This FREE workshop is held on the first Thursday of every month from 9:00 am to 10:30 am.

**Selling to the Government, 8A, Hubzone, and WOSB Certification**  
Thursday, December 13, 2018, 10:00 am–12:00 pm  
SoBro Organization, 555 Bergen Avenue, Third Floor, Bronx, NY  
Main Sponsor(s): US Small Business Administration, SoBro Organization  
Contact: Jennifer Krottinger, 212-264-9487, [jennifer.krottinger@sba.gov](mailto:jennifer.krottinger@sba.gov)  
Fee: Free; registration required

The federal government spends \$500 billion per year on goods and services. Does your company capture any of this business? This seminar is geared toward assisting socially and economically disadvantaged businesses, as well as small businesses located in Historically Underutilized Business (HUB) zones and those defined as Woman-Owned Small Businesses (WOSBs). Participants will better understand how to position themselves to do business with the federal government. Join us to learn more about the certification process and how your business can benefit from this amazing opportunity. The US Small Business Administration is an independent agency of the federal government, established to help small businesses start, grow, and succeed.

**How SBA Can Help You Start or Grow Your Small Business and How to Register Your Business Online**  
Thursday, December 6, 2018, 9:00 am–10:30 am  
New Hampshire Secretary of State's Office, 25 Capital Street, Third Floor, Concord, NH  
Main Sponsor(s): US Small Business Administration, New Hampshire Secretary of State Corporation Division  
Contact: Miguel Moralez, 603-225-1601,

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