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LESSONS FROM LAWYERS: ACHIEVING WORK-LIFE BALANCE

When Anne-Marie Slaughter's article, "Why Women Still Can't Have It All," appeared in *The Atlantic* this last summer, the link was quickly plastered on my friends' Facebook pages and circulated in e-mails discussing "work-life balance." Ms. Slaughter's personal story of leaving her senior-level position at the State Department to return home to her family in Princeton, New Jersey, led me to think about my own life and future. Only two years out of law school, I am hoping to enjoy a long career as an attorney while still having a full life outside the office. The question for me is how I will integrate a demanding client-services job while still meeting personal obligations to my family, my community, and myself.

To answer this question, I spoke with lawyers who had diverse and varied histories – single, married, with children, without children, big firm, small firm, government lawyers, and in-house counsel. The only common denominator among the individuals I spoke with is that they have more work experience than I do. I had expected that the advice given to me would differ depending on the person's life path, but surprisingly, common themes emerged. In this article, I have attempted to summarize the advice that was given to me in hopes that it might also help other lawyers.

View Life as a Chapter Book

There will be moments in life that require you to focus intensely on work. In the middle of a trial, you might miss the nonprofit's board meeting or your daughter's volleyball game. At other mo-

ments, perhaps when a family member is sick, work will need to take a back seat. In these times of great demand from any part of your life, things might seem out of balance, but this does not mean they are not successfully integrated. As one general counsel told me, you have to look at life as a chapter book. In any given chapter, the emphasis might be on work, family, or your own health. When you look on your life collectively, however, and see all the chapters together, there will be a cohesive and hopefully balanced story.

Focus on the Things That Only You Can Do

One of the orientation programs I attended when I started at my firm discussed how to use legal secretaries. The firm explained that, generally speaking, associates should not spend their time loading the printer paper or inserting a partner's handwritten edits into a brief, as these are tasks that a secretary can do better and faster. The associate should concentrate on matters requiring a law degree.

Having recently been a law student, I have been accustomed to doing everything for myself because money was tight and my time was cheap. As a lawyer, my time has quickly become more valuable. Just as lawyers at the office should be efficient with their time and rely on their secretaries, in their personal lives, lawyers might have tasks that could be better handled by someone else. From household help to delivery services to friends and family, relying on others can make you more ef-

Continued on page 2

ficient with your time. Thinking about what you need to do and what you can allow others to do for you, both in the office and at home, will allow you to maximize each day.

Set Your Expectations

Successfully integrating work and personal life involves establishing expectations and choosing paths in the profession that enable you to meet those expectations. As an attorney in private practice, it is unlikely that you will have consistent hours that allow you to leave the office every day at 5 p.m. If you and those in your life expect a consistent schedule, disappointment may be inevitable. If predictability is important, however, government and in-house positions may be more suitable.

To set expectations, you also need to define success for yourself. For some, success might mean getting the partner's corner office and being able to afford private school tuition for your children. For others, success might mean living on a smaller salary but being home every night for dinner. Success does not have to be the

same for every lawyer. Indeed, if every lawyer were striving to achieve that corner office, the world would be a less interesting place, with few quality public defenders, legal-aid attorneys, and in-house counsel. The variety of what one can do with a law degree is part of what makes this profession great.

At the London Olympics in 2012, Michael Phelps walked home with four gold and two silver medals. For any other Olympian, such a performance would be phenomenal. Yet, based on Phelps's winning eight gold medals in the Beijing Olympics in 2008, commentators noted that it seemed as if Phelps had lost his touch in 2012. When asked about his performance, Phelps admitted that he might have given up a bit of swimming perfection in London to enjoy life out of the pool for a couple of years following the Beijing Olympics. In other words, his definition of success in London was not the same as it had been four years earlier.

Not only does Phelps's story highlight that different chapters of life have different focuses, but it also shows how defining success affects the decisions you make. If you define success as being the most renowned lawyer in your field, you will likely spend many hours training and perfecting your skill, like an Olympic athlete. You may have to sacrifice your personal life to achieve that goal. But if you redefine success to mean four gold medals instead of eight, you, like Phelps, might have time to enjoy some success outside of work as well.

On a related note, many of the firm leaders I spoke with stated that having passions and commitments outside of work makes an attorney a better lawyer. Not only are those individuals more focused and productive when they are working, but they also have connections that lead to new client relationships. Being in a client-services business, sometimes lawyers are hired based on whom they know. A lawyer who has many contacts outside of the office is likely to be more successful in business development than the lawyer who spends 100 hours a week alone in his office.

Set Your Boundaries

Being a lawyer will take as much of your time as you give it. If you are willing to work all day, into the

Men's Workshop

If you find it challenging to achieve a healthy balance between work and the rest of your life, the OAAP is here to help. Our confidential men's workshop, "Practicing Law While Practicing Life," provides practical techniques for lawyers to use while exploring topics such as unhealthy stress, self-care, and balancing the demands of work, family, and friends.

This six-week workshop will meet at the OAAP on Tuesdays from 12 to 1:15 p.m. starting on April 9, 2013. The workshop facilitator will be OAAP Attorney Counselor Douglas S. Querin. There is no fee, but advance registration is required, as space is limited.

To register, or for more information, contact Douglas S. Querin at 503-226-1057, ext. 12, or at douglasq@oaap.org.

night, and every weekend, many legal jobs will unapologetically take that time. It is the individual lawyer's responsibility to set his or her own boundaries.

Lawyers I spoke with also recommended establishing your personal "non-negotiables" early in your career. These are personal obligations that you will not compromise. For example, you may elect to be home every night for dinner, even if that means working from home late into the night. One lawyer told me that she puts those non-negotiables into her calendar and treats them just like client obligations. For example, if you have a meeting with Client A scheduled at 4 p.m., and Client B wishes to schedule a conference call at the same time, you probably would not cancel on Client A. Instead, you would find a different time for the call with Client B. The same can be true if "Client A" is visiting your mom at the nursing home. If you are consistently willing to put personal obligations behind work, it will be difficult to ever meet those personal responsibilities. One attorney I spoke with wished he had had the confidence to say "no" to assignments and had been more protective of his personal time when he was in private practice. This is not an easy task, especially as a young lawyer trying to impress supervisors. If the pace you are currently operating at is unsustainable, something must change, and it is the attorney's responsibility to manage his or her time and turn down assignments when necessary.

Good employers might help monitor boundaries to some extent. For example, one managing partner noted that if she sees that an associate's hours are exceedingly high one month, she will talk with the associate to see if he needs help. The managing partner told me she prefers those high-billing months to be the exception rather than the rule for any single associate so that he or she does not burn out. Even if you are fortunate to have a supervisor who tries to protect you from burnout, the ultimate responsibility for your personal time and mental health rests with you.

Reach Out for Help

As you take responsibility for setting boundaries and preserving personal time, experienced lawyers also reminded me that you should reach out for help when you need it. One lawyer relayed a story about a colleague who told her how stressed he was by having

to balance work with taking care of his ill parent. The attorney he confided in was not only able to help him manage his workload, but as it turned out, she had been through a similar experience with her parents and could recommend a professional caregiver. Lawyers are often reluctant to ask for help for themselves, but if the struggling attorney had never reached out for help, balancing his job with the demands of his personal life would have been much more difficult.

Many attorneys shared stories of relying on co-workers to help in a time of personal difficulty. The circumstances for each were different, but the message for all was the same – these lawyers genuinely liked the people working beside them. If you do not know your co-workers outside of the office, invite them to coffee or lunch. If people get to know you outside of the office, they will be more likely to support your life outside of work when you need it.

Find a Job You Love

Finally, the lawyers who seemed most happy with their life in and outside of the office truly enjoyed their job. For some, it was the intellectual challenge. For others, it was the thrill of rushing to complete a last-minute filing or the excitement of performing in front of a jury. It is called "work" for a reason, and everyone has stressful, frustrating days. Because of the diverse opportunities a law degree provides, you can seek out a legal job that matches your expectations, passions, and skill set. If you love what you do, integrating your profession with your personal life is much more likely to be a success.

COURTNEY A. CARRELL, ESQUIRE

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12 THINGS THAT MESS UP RECOVERY

Anyone who has attempted to recover from addiction realizes how difficult a quest it is. Only about 20% of the people who enter recovery remain clean and sober that first year. But once you make it past the first year, your chances to stay clean and sober greatly improve to 80%. Getting over the first-year hump into the second year of recovery is critical. So what can you do to give yourself the best chance? Avoid these common traps that mess up your recovery from addiction specialist Dr. Allen Berger:

1. Believing addiction to one substance is the only problem. Your best chance for recovery lies in total abstinence from all mind-altering drugs.

2. Believing sobriety will fix everything. Recovery begins with breaking the bonds of addiction, but this is only the first step on a long journey. Recovery is ultimately about recovering our spiritual, or true, self.

3. Pursuing recovery with less energy than pursuing addiction. We have to pursue recovery with the same tenacity and enthusiasm that we had when we were drinking or using other drugs.

4. Being selectively honest. Recovery requires rigorous honesty. Nothing less will work. We are as sick as we are secretive. Recovery is like a salvage operation – we are recovering our lost self.

5. Feeling special and unique. Humility is the spiritual foundation of recovery. In order to feel worthy, we do not need to be unique. People who do best in recovery are those who surrender and follow suggestions.

6. Not making amends. To keep a strong spiritual foundation of recovery, it is essential that we accept full responsibility for our harmful and hurtful behavior and that we attempt to repair the damage we have caused in our relationships with family, friends, and loved ones.

7. Using the program to try to become perfect. Most of our life has been spent trying to be perfect. This has been a fruitless goal. Instead, we need to learn how to become more human.

8. Confusing self-concern with selfishness. Self-concern is different from selfishness. Self-concern does not exclude others; it is inclusive. Part of our self is concerned with cooperating with and pleasing others. These desires are natural and healthy when they are balanced with personal integrity.

9. Playing futile self-improvement games. Recovery requires honesty. Playing games with ourselves is dishonest and doesn't address our problems. It is instead a sophisticated strategy to avoid dealing with our problems. Avoidance is ultimately destructive to the process of recovery.

10. Not getting help for relationship troubles. Dysfunctional relationships are one of the top three causes of relapse.

11. Believing that life should be easy. Life is difficult. The sooner we are initiated into this reality, the sooner we learn how to deal with life on its terms rather than waste our time looking for the easy way.

12. Using the program to handle everything. Recognizing our need for additional help is an indication that we are working a good program.

Source: Dr. Allen Berger, 12 Stupid Things That Mess Up Recovery (Hazelden, 2008). Reprinted with permission.

OAAP and OWLS Present the Sixth Annual Women's Wellness Retreat for Lawyers April 26-27, 2013



The OAAP and OWLS are pleased to offer the sixth annual Women's Wellness Retreat for Lawyers: Creating, Renewing, and Finding Joy, on Friday and Saturday, April 26-27, 2013. Qualifies for 1 MCLE Personal Management Assistance credit.

A block of rooms is reserved for attendees at a special discounted room rate at The Resort at the Mountain in Welches, Oregon. The deadline to reserve rooms at the discounted rate is April 12, 2013. Reserve online at www.theresort.com using group code OAA or call Dawnette Pyne at 503-622-2220.

To register for the retreat, download the registration form at www.oaap.org, or call the OAAP program assistant at 503-226-1057 or 1-800-321-6227, ext. 10. The deadline to register is Tuesday, April 23, 2013. For more information, contact Shari R. Gregory at ext. 14 or sharig@oaap.org.

CAREGIVING STATISTICS

If you are a caregiver, you are not alone. You've probably heard that before, but you may not know just how much company you have. A study by the National Alliance for Caregiving and AARP found that 44.4 million Americans age 18 or older are providing unpaid care to an adult.

Americans provide 37 billion hours of unpaid, informal care each year for adult family members and friends with chronic illnesses or conditions that prevent them from handling daily activities. Family caregivers, especially women, provide over 75% of caregiving support in the United States.

Data from many studies and reports reveal the following information about caregivers:

- The typical caregiver is a 46-year-old woman who works outside the home and spends more than 20 hours per week providing care.
- The majority of caregivers are between the ages of 35 and 64.
- The average length of caregiving is 4.3 years, although some people spend many more years in a caregiving role.
- Many caregivers fulfill multiple roles. Most caregivers are married or living with a partner (62%), and most have worked and managed caregiving responsibilities at the same time (74%).
- Almost 60% of all caregivers either work or have worked while providing care. Sixty-two percent have had to make adjustments to their work life.
- One quarter of caregivers helping someone age 50 or older report that the person they care for is suffering from Alzheimer's, dementia, or some other mental confusion.
- The most frequently reported unmet needs of caregivers are finding time for themselves (35%), managing emotional and physical stress (29%), and balancing work and family responsibilities (29%).

Women In Recovery

A group for women in recovery will meet at the OAAP on Tuesdays from 12 to 1 p.m. All women in the legal community are welcome, including paralegals and law students. For more information, contact Meloney C. Crawford at 503-226-1057, ext. 13, or at Meloneyc@oaap.org.

- One in five caregivers say they need help talking with doctors and other healthcare professionals (22%) or making end-of-life decisions (20%).

With the dramatic aging of the population, we will be relying even more on families to provide care for aging parents, relatives, and friends for months and years at a time. Yet the enormous pressure and risks of family caregiving – burnout, compromised health, depression, and depletion of financial resources – are a reality of daily life for millions of American families and pose great strain on family caregivers, many of whom are struggling to balance work and family responsibilities.

Families need information and their own support services to preserve their critical role as caregivers, but frequently they do not know where to turn for help.

Because of the multi-faceted role that families and informal caregivers play, they need a range of support services to remain healthy, improve their caregiving skills, and remain in their caregiving role. Support services include information, assistance, counseling, respite, home modifications or assistive devices, caregiver and family counseling, and support groups.

See the resources for caregivers in the box on page 6.

Sources: www.familycaregiving101.org/not_alone/stats.cfm; *Family Caregivers Alliance*.



The path to fulfillment begins with a phone call.

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OAAP COUNSELORS: MELONEY C. CRAWFORD • MIKE LONG • DOUGLAS S. QUERIN • SHARI R. GREGORY

Assistance for Caregivers – Resources

- **Office of Personal Management (OPM) Work/Life Handbook of Elder Care Resources:** This federal Web site lists a variety of publications on topics related to caregivers in the workplace, including information on home care, long-distance caregiving, services in the community, and nursing homes and provides financial, insurance, and long-term care-related materials. <http://www.opm.gov/policy-data-oversight/worklife/reference-materials/the-handbook-of-elder-care-resources-for-the-federal-workplace/>
- **National Family Caregiver Support Program:** This federal Web site provides families, caregivers, and professionals with information about the National Family Caregiver Support Program, including where you can turn for support and assistance and find services for caregivers. http://www.aoa.gov/aoa_programs/hcltc/caregiver/index.aspx
- **Caregivers (Eldercare Locator):** This section of the Eldercare Locator includes resources and publications related to support for caregivers. It includes links to the Administration on Aging Caregiver Resource Room, the Alzheimer's Resource Room, as well as Internet notes on more than 60 aging-related issues. <http://www.eldercare.gov/ELDERCARE.NET/Public/Resources/Topic/Caregiver.aspx>
- **Family Caregiver Alliance:** This organization's Web site is a central source of information and technical assistance on caregiving and long-term care. The site contains many resources for caregivers, including fact sheets, research, and policy studies. The Family Caregiver Alliance operates the National Center on Caregiving (NCC). <http://www.caregiver.org/caregiver/jsp/home.jsp>
- **National Alliance on Caregiving (NAC):** The NAC's Web site provides publications and information about caregiving and surveys on the status of caregiving. The NAC is a coalition of national organizations focused on issues related to and in support of caregiving. <http://www.caregiving.org>
- **Family Caregiving 101:** This Web site, developed by the Family Caregiver Alliance and the National Alliance for Caregiving, provides information and resources for family caregivers. <http://www.familycaregiving101.org>
- **National Family Caregivers Association (NFCA):** The NFCA's Web site includes resources to link and support family caregivers. The NFCA focuses on public awareness and caregiver education and support, especially as it relates to helping family caregivers work effectively with healthcare providers. <http://caregiveraction.org>

Source: U.S. Department of Health and Human Services, National Clearinghouse for Long-Term Care Information (www.longtermcare.gov/Main_Site/Resources/Caregiving.aspx).

Ways to Approach a Difficult Topic

TO MAKE THINGS EASIER:

SAY SOMETHING LIKE:

Avoid preconceived ideas about how your loved one will react.



“Let’s start with what is important to you.”

Listen. Don’t tell.



“Have you thought about what you want to do if you need more help?”

Let them know they are not alone.



“I know this isn’t fun to talk about. I’m going to have to do it someday, too.”

Ask questions that allow your loved one to make choices.



“Do you think you want a hand with some of the household chores?”

Allow your loved one to get angry or upset.



“This upsets me, too. But we need to discuss it.”

Leave the conversation open.



“We can talk about this later, but I want you to start thinking about it.”

Make sure all family members are heard.



“Mike, you’ve been awfully quiet. What do you think about these plans?”

End on a positive note.



“I really appreciate your willingness to talk about these difficult things.”

Do something relaxing or fun when it’s over.



Enjoy a meal, watch a favorite TV show, or do something fun that reminds everyone why you enjoy being a family.

Source: Prepare to Care: A Planning Guide for Families, AARP Foundation; reprinted from Hope Health Newsletter.

10 Tips for Family Caregivers

1. Seek support from other caregivers. You are not alone!
2. Take care of your own health so that you can be strong enough to take care of your loved one.
3. Accept offers of help and suggest specific things people can do to help you.
4. Learn how to communicate effectively with doctors.
5. Caregiving is hard work, so take respite breaks often.
6. Watch out for signs of depression, and don’t delay in getting professional help when you need it.
7. Be open to new technologies that can help you care for your loved one.
8. Organize medical information so that it’s up to date and easy to find.
9. Make sure legal documents are in order.
10. Give yourself credit for doing the best you can in one of the toughest jobs there is!

Source: Caregiver Action Network (<http://caregiveraction.org/resources/ten-tips/>).

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LAWYERS IN TRANSITION CALENDAR

Lawyers in Transition is a networking, educational, and support group for lawyers and judges making job or career transitions. The group meets on Thursdays at noon in the OAAP offices at **520 SW Yamhill, Suite 1050, Portland**. If you are interested in attending, please contact Shari R. Gregory, 503-226-1057, ext. 14, or Mike Long, ext. 11. A guest speaker for Lawyers in Transition is featured on the first Thursday of each month. These meetings are open for anyone to attend. See the calendar below for scheduled speakers.

The OAAP also occasionally presents career workshops to assist lawyers, judges, and law students in identifying satisfying job and career opportunities. These workshops typically meet one evening per week from 5:30 to 8:00 p.m. for six consecutive weeks. If you would like additional information about the OAAP career workshops, call Shari R. Gregory or Mike Long at 503-226-1057 or 1-800-321-6227.

April 4, 2013	Gary Withers	Opportunities with Nonprofits for Lawyers
May 2, 2013	Bill Penn	Tax and Consumer Lawyer to Director of Public Interest Law, Lewis & Clark Law School
June 6, 2013	Janice Kim	Private Practice to Civil Rights Investigator, Oregon Health Authority

July & August 2013 – Summer Break