Participant Guide

Clear Your Clutter
Agenda
- Define clutter
- Why we accumulate clutter
- What if it's hard to throw things away
- How to approach home & office
- What to do if you get stuck
- Action items
- Review & takeaways

What is Clutter?
- A collection of things lying about in an untidy mass
- Some clutter needs to be purged and some needs to be cleaned up and put away

How Do You Feel About Clutter?
- Memories
- Anxiety
- Self-representation

What do you understand about WHY you have clutter?
1. Clutter Without a Storage Space

This isn’t necessarily clutter, it’s “stuff” without a home

You have to create a home for it

2. Trash Masquerading as Clutter

Stuff you should throw out, like ...

- Expired foods
- Magazines
- Old newspapers
- Eyeglasses you are never going to repair

3. Bargain Clutter

Just because something is free or a bargain doesn’t mean you need it

If you wouldn’t buy it at full price, it’s likely you don’t need it
4. Abundance Clutter

Do you buy things in triplicate just in case?

If you’re not sure when or if you’ll ever use it – *When in doubt, leave it out*

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5. Aspirational Clutter

Things you buy or collect with the hope of using but seldom (if ever) use.

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6. Sentimental Clutter

The hardest clutter (photographs, gifts, clothing, children’s artwork). Consider:

- Donate or pass it on
- Repurpose, remake, or recycle
- Make a virtual copy
Review: Six Types of Clutter

1. Clutter without storage space
2. Trash masquerading as clutter
3. Bargain clutter
4. Abundance clutter
5. Aspirational clutter
6. Sentimental clutter

Make a Plan: Sentimental Clutter

• Take a picture of the item(s), keep on your phone or computer
• Post photo on social media, tell story about item, what it means to you
• Share memories by sending email with photo attached

When You Struggle With Letting Go

• Seek professional help (counselor, professional organizer)
• Ask a friend to be with you while you begin to clear your clutter
• Inventory unresolved issues - ask what you’re holding onto and why
Example

Daniel was a bright college student studying physics. He was forced to drop out of school when his father was diagnosed with cancer.

After his father died, Daniel went to night school and got an associates degree in business so he could support himself and his family.

He is now a married man in his 40’s with a house and kids. But he held onto his old physics textbooks for 25 years because he always hoped he could study physics again.

Let’s Make a Plan

- Stop flow of stuff coming in
- Declutter at least one item a day
- Declutter easy stuff first
- Put a disposal plan in place
- Do not be afraid to let go
- Gifts do not have to be material
- Do not over-equip your home
- Decide not to keep things out of guilt or obligation

Alternative Strategy

1. Pick a space
2. Remove everything
3. Deep clean
4. Admire your clean space
5. Organize
6. Cull
7. Break down categories
8. Put it back with intention
Supplies & Preparation

- Bags/boxes
- Packing tape
- Gloves
- Post it notes, markers
- Laundry basket
- Timer

Where to Start

- Start wherever you want
- The goal is to keep going, not get discouraged
- Don’t tackle everything at once
- Set small goals
- Be prepared to take action

Where is Your Stuff Going?

- Yard or garage sale
- Sell online: eBay, Freecycle, Craigslist, Buy Nothing
- Donate: Goodwill, a shelter, non-profit organization
- Arrange free pick-ups: Vets, Big Brother Association
- Throw away
- Give away
- Recycle
Reviews & Takeaways

- Take a break
- Ask for help
- Make a few passes through your things
- Move onto another area
- Reward yourself

Additional Resources

- The Life-Changing Magic of Tidying Up – Marie Kondo
- The Home Edit – Clea and Joanna
- Clear Your Clutter with Feng Shui – Karen Kingston
- NAPO (National Association of Professional Organizers)
Benefits

Your employer cares about you as an employee and as a person who lives a life outside the workplace. We at Concern understand how balancing these roles can make your life a juggling act in:

- Balancing work, home, and leisure
- Taking care of people who rely on you
- Dealing with the stress of modern life
- Handling loss and the unexpected

Call Concern’s toll-free number if you feel overwhelmed by the stressors in life. 800-344-4222

Concern’s Digital Platform

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Mindfulness for Everyday Living

You have access to eM Life – an entire suite of evidence-based live and on-demand mindfulness solutions.

- It can be accessed via the Concern Website: employees.concernhealth.com, or
- You can download and access via your mobile phone.
Thank you!
Questions? Comments?

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