

# Time Management for Work at Home Moms – and Dads Too!

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*Tips to Make Working from Home Work for You*



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*Toxic Habits – <http://timemanagement.toxichabits.com>*

*1<sup>st</sup> Edition - March 28, 2012*

This book is dedicated to those for whom I choose to make my time – my wife Sylvie, my daughter Sophie, my son Nathan and my saviour, Jesus Christ.



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## Disclaimer

The contents of this book are intended for information purposes only. No guarantee that this information will solve all your problems or make you lots of money. There may even be errors in here.

This information is presented as accurately as possible. You need to use common sense to apply it to your own life.

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## Introduction

*Working from home meant we could vary snack and coffee breaks, change our desks or view, goof off, drink on the job, even spend the day in pajamas, and often meet to gossip or share ideas. On the other hand, we bossed ourselves around, set impossible goals, and demanded longer hours than office jobs usually entail. It was the ultimate "flexitime," in that it depended on how flexible we felt each day, given deadlines, distractions, and workaholic crescendos.*

– Diane Ackerman

In our busy world it is incredibly difficult to balance the needs of family and career. And this is something that every *work at home mom (WAHM) or dad (WAHD)* will have to face when they try to build their business.

While the challenges faced by the WAHM are sometimes different than those faced by the WAHD many of the issues will be the same. We'll use the term *work at home parent (WAHP)* when we're dealing with these issues.

### What is a WAHP?

Before we get too far, let's talk about what we mean by a WAHP. Because it isn't so much about **where** you work as it is about **when, why** and **how much**.

When I talk about a WAHP, I'm not talking about someone who simply has a business in their home. Rather, what I'm talking about is someone who has chosen to build their business around the needs of their family.

A WAHP is a man or woman who wants to be able to have the time to be involved in the lives of their children – getting them to and from school each day, taking them to extracurricular activities, volunteering at school.

They also want the flexibility to spend quality time with their spouse and extended family. Perhaps they need to care for an elderly parent.

Possibly, they are a single parent. They have the need to work to support their children, but don't want to farm the raising of the children to day care.



In these situations, having the flexibility to choose where and when to work is important. Your work schedule flows in and out of your family schedule.

Often, this means working from an office in your home, but it could also involve working at customer sites, the local library, etc.

The key component of a WAHP is that they are making their business work around the needs of their family and not vice-versa.

## Time Management Needs of a WAHP

When you are building a business that has this flexibility you will have many challenges with respect to management of your time. Some of these challenges are the same as those who work 9-5 in an office or other environment. Some are unique to the WAHP.

The purpose of this guide is to explore some of the ways that you can control your time to make the most of it – both for your business and your family.

Remember, time is NOT money... it is far more valuable!





# Proud to Be a WAHD

*Time is not money... it is far more valuable!*

– Me 8=)

I've been a work at home dad for several years now. At first I was just a dad who worked from home. But over the course of a couple of years I transitioned into a true WAHD – partly due to my wife's business becoming more successful and partly due to the value I began to see in this model. There is more to life than money!

## The Kids

Now I have time to volunteer at the school my kids attend. I usually drop them off in the morning and pick them up after school (sometimes my wife does). Some of our friends have taken to calling me *Mother Bill*.

I can be involved in the activities of my kids, spend time with my wife and grow my business in the cracks. With the kids in school, I have a good chunk of time during the day. I can also fill in a little in the evenings or on weekends.

Today I was able to join my son on a school trip to a local pool for Winter Electives. Only one other dad was able to do that. Most times that I volunteer it is just me from the dad team.

Then my son and I went to video tape my daughter skiing as part of her Winter Elective. (You'll note that I didn't volunteer for the downhill skiing. I must be getting old 8=)

If I had a *normal* job that wouldn't have been possible.

Tomorrow I have a harrowing schedule of optometrist and doctors appointments for my son (he loves missing school for the day 8=) and later this week my brother-in-law will be helping me redo the plumbing in our house.

Needless to say, I won't be getting as much work done this week as I would in an 9 to 5 job – or even as much as I'd like to get done. But I'll be looking after the things that are important to me.



## My Wife

Being a WAHD also allows me to support my wife's business. She has the freedom to travel for her business as needed. Usually day trips, but the odd overnight away is in her schedule and she knows that I'll be here to look after the kids. And sometimes do dishes.

She can also count on me for help with her business and to run her "I.T. Department" for her.

She is a WAHM although her schedule is less flexible. Part of her business is attending traffic court for clients. But with me back at home she knows that the kids are taken care of when she's off to work.

## Church Family

Before I began working from home, I had to be on the road a couple days a week. As a contract programmer, I was at the client site to be part of the project team and provide training and support for the software. That meant that a big chunk of time was spent away from town and away from my family.

When I was home on the weekends I was very focused on my family to make up for the evenings away. Also, since I wasn't home most evenings during the week, I was unable to commit to any volunteer opportunities at my church.

Being a WAHP has made it possible to do the volunteering that I like. I can spend time with my family and still be a contributing part of my church family. I like that.

## The Challenges

That isn't to say that being a WAHP is all roses. There are problems. The income flow isn't always predictable. Nor is it always as much as we'd like.

Scheduling needs to be worked out as our kids become more active in extracurricular activities. And this will increase as they hit the teenage years. This requires working sometimes in the evening or on weekends to get enough time in the business.

There are times when family or friends don't recognize that I'm *at work* because I haven't left the house. It seems a little odd to them.



But the biggest challenge for me is making the most of the time that I do have for working. There are many distractions. And getting focused on the task at hand is not always easy.

But I'm learning how to make this work. And with this guide you'll be able to learn how as well.

I'm not perfect at this yet. Some days are more of a struggle than others. But these techniques work.



## Action Steps - What's Your Story?



Now it's your turn.

What is your story? Why are you a WAHP? Who are you making your time for?

Write your story here to remind yourself why you're working so hard.



## Like What You See? Want the Rest?

Now that you have a taste of what is in the book I hope that I can interest you in getting the full-blown edition.

Pop back up to the Table of Contents to see what is in the missing chapters. I know you'll find a lot of valuable, time maximizing techniques and tips.

**Click the Link!**

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and Dads Too!

To Your Success!

Bill (LoneWolf) Nickerson

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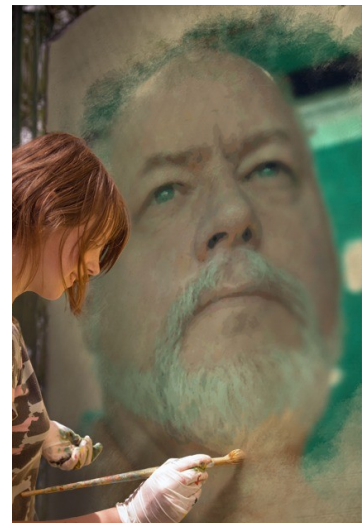
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