

Les effets des pressions professionnelles et les moyens de les réduire chez les administrateurs de l'Institut des sciences et techniques des activités physiques et sportives de Msila

The effects of occupational stress and how to reduce it according to administrators of the Institute of science and technology of physical and sports activities' point of view- University of M'sila-

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<p>معلومات المقال : - تاريخ الاستلام : 2017/ 12/08 - تاريخ المراجعة : 2018/02/13 - تاريخ قبول النشر : 2018/03/ 21</p>	<p><b>Abstract:</b> In this research, we discussed the effects of occupational stress and how to reduce it according to the administrator's of the Institute of science and technology of physical and sports activities - University of M'sila- point of view, this study aimed to identify the differences between the administrators in their exposure to the effects of professional pressures according to the variables ( gender, job title and years of service) the study also presnted a proposed vision to identify the ways of overcoming stress among the Institute's administrators, which consisted about 55 employees, the study was applied to a random sample of 25 employees, 45% of the original study population during the academic year 2017/ 2018, the researcher used the analytical descriptive method with the use of the main study tool- the questionnaire- which included (61) words divided into two axes. The most important results obtained in this study are: - There are statistically significant differences according to the sample members' responses about the effects of the employees due to gender differences, there are no differences in the case of job title and years of service. - The study showed that the administrators, of the Institute show physical, psychological and behavioural effects due to stress, and the study showed that the employees use many effective methods to reduce stress.</p>
<p><b>Keywords:</b> -Effects of professional pressure -Administrators - Institute of science and technology of physical and sports activities</p>	

**mots clés :**

-Effets des pressions  
-professionnelles  
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-Institut des sciences et  
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**RÉSUMÉ :**

Dans cette étude, nous avons abordé les effets des pressions professionnelles et comment les réduire du point de vue administrateurs de l'Institut des sciences et techniques des activités physiques et sportives de l'université de Msila. Cette étude visait à identifier les différences entre les administrateurs qui subissent les effets des pressions professionnelles selon les variables : (Sexe, titre du poste, années de service)

L'étude présentait également une vision proposée pour identifier les moyens de surmonter le stress chez les administrateurs de l'Institut, soit l'ensemble des 55 employés de l'Institut, répartis sur un échantillon aléatoire En mode de prévisualisation composé de 25 employés, soit 45 % de la population d'étude originale au cours de l'année académique 2017/2018, Le chercheur a utilisé la méthode analytique descriptive avec l'utilisation de l'outil d'étude principal, le questionnaire, qui incluait (61) mots divisés en deux axes, Les résultats les plus importants obtenus dans cette étude sont:

- Il existe des différences statistiquement significatives dans les réponses des membres de l'échantillon sur les effets des pressions de travail auxquelles les administrateurs sont exposés en raison de la différence de sexe, et il n'y a pas de différence dans le cas d'un titre de poste et les années de service.

-L'étude a montré que les administrateurs de l'Institut montraient des effets physiques, psychologiques et comportementaux dus au sentiment de pression et que les employés utilisaient de nombreuses méthodes pour surmonter le sentiment de pression

**1- Introduction and Problematics of the Study:**

The growing interest in the human being has made it a key change in the life of the productive and service organizations through self-affirmation and responsibility in the missions and duties it undertakes to achieve progress and overcome underdevelopment especially in underdeveloped and developing countries. Therefore, the development and rehabilitation of working personnel is the basic pillar of service activity, Whatever the type of work performed, professional pressures are a major impediment to its achievement. "In the area of human health, pressures account for 80% of all diseases suffered by people, and implicitly account for the deaths of millions of people," said **PeterHanson**. The world is affected every day by various health problems such as heart attacks, ulcers and infectious diseases, which costs North America, for example, a loss of \$ 200 billion a year " (Dossari, 2005, p. 3), and any service organization, And other studies have shown that "large sectors of workers in different public and private institutions are exposed to a great deal of pressure to improve their performance in business" (Al-Marai, Idris , 2002, p. 512). which explains the

increased interest in the Psychological health of workers Because of their significant impact on the performance of working individuals,

The universities are among the most important organizations whose workers suffer from professional pressures. It is one of the most sensitive organizations. The administration of the departments, colleges and institutes in Algerian universities is one of the most important areas of administration. It is directly linked to the formation of students and the preparation of generations in a changing and accelerating age. Objectives and major policies of the homeland and the future and thus achieve development and progress in all social and economic's areas ....And others.

The majority of Arab universities suffer from many problems related to the pressures such as: lack of work performance's culture as members of a team working with their colleagues and problems of participation in making decision as senior management take decisions without reference to employees at other levels and don't take reports submitted by them with Mind.

Since the great expansion of the sports institutes in Algeria in the last decade, requires the staff of the sports institutes great efforts, especially in light of the hard work of the State to achieve the degrees of efficiency in the performance of administrative functions, and if it requires high efficiency in performance characterized by the quality of the director, was The principle of commitment to all missions must be established as one of the most important determinants of the quality of work. This commitment may generate different pressures of varying degrees and symptoms.

This leads us to raise the general problem of our research as follows:

### 1.1. The main question:

What are the effects of professional pressure and how to reduce it among the administrators of the Institute of Science and Technology of Physical and Sports Activities in M'sila?

1-2. **Sub-questions:** Through this question we have included the following partial problems:

1) Are there statistically significant differences at the  $\alpha$  (0.05) level of respondents' responses to the effects of labor pressure on workers due to gender, job title, years of service?

2) What are the methods used to overcome the sense of pressure from the perspective of the administrators of the Institute of Science and Techniques of Physical and Sports Activities in M'sila?

3 - **Objectives of the study:** We aim through our study to reach:

-Identification of the differences between the administrators of the effects of occupational pressures that are exposed to them due to the difference "gender, job title, years of service"

-Identify the effects of professional stress.

-To highlight the effects of occupational pressures and ways of alleviating them.

3 - **The importance of the study:** The importance of the study is that it addresses one of the most important problems of administrators in sports institutes, namely, professional pressures, where trying to highlight ways and how to deal with the sources of work pressure to maintain the mental health of administrators, and this gives the administrative staff in the Institute of Science and Technology of physical activities and sports The opportunity to discover the sources of

professional pressure from the suggestions we will make, based on the theories of experts and specialists and the results of the field studies.

The new in our subject lies in the field to address sports institutes without other institutions.

#### 4 - Defining concepts and terminology:

There are some concepts that will be repeated in this research, so it is appropriate to clarify the meaning so that the reader can get a clear image of this study.

4-1. **Pressure:** Known (Gharbani) "is the reaction of the body to the bad incentives that may be shown by each of the labor forces to combat these bad incentives." (Al-Dosari, 2005, p. 20) (Randa al-Yafi) defined it as "a conscious or unconscious reaction to the threats facing the individual, whether real or imaginary.", (Al-Naas, 2003 p.09)

4.2. **Occupational pressures:** Known as (Hosni Mahmoud) is "an event or situation where the individual feels the inability or difficulty in performing the tasks assigned to him and produces a situation of tension and anxiety" (Al-Qahtani, 2007, p 11)

(Naief El Tawim) defined it as: "Work pressures are a set of stimuli that exist in the work environment and result in a set of reactions that appear in the behavior of the individual in his work or in his mental and physical state." (Al-Tawim, 2005, p17)

4.3 **The professional pressure level:** We present the following procedural definition: "The degree and the degree of feeling that the respondents feel from the stress and discomfort resulting from physical, mental or psychological exhaustion where the level of pressure is low, medium or high among individuals during work."

#### 5- Previous studies:

5-1. Abdulkader Ahmad Muslim's study (2007): "Sources of Professional Stress and its Implications in Technical Colleges in Gaza Governorates"

5.2. Ali Bin Marai Al Qahtani's study (2007): "Personal loans and their relation to work pressures".

5.3. Naief Bin Fahd El-Tawim's study (2005): "Levels of work pressure and ways to confront them in the security services".

5. Saad Ben Omikan El-Dosari's study (2005): "Work pressures and their relation to organizational loyalty in the security services".

5-5. Said Mohamed Abdullah Ghannam's study (2004): "Working Pressure of the Air Controller".

5-6. A study (Nadjeah daughter of Qablan ElQablan) 2004: "Sources of professional pressure in academic libraries."

5-7. SaadAyed Al-Roki's study, 2003: "Administrative pressures and their relationship to performance and job satisfaction".

5- Jihad Ben Mohammed Al-Rasheed's study (2003): "Time management and its relation to the work pressures of the border guards in Dammam"

5-9. Ihab Abdel-Razzek El-Naas' study (2003): "The Effect of Time Management on Work Stress in Public Administration".

5-10. Abd El Rahman Haidjan's study, 1998: "Work pressures: their sources, their results and how to manage them".

The current study is unique in trying to determine the degree of the effects of professional pressures that appear on the administrators, either physical ;psychological or behavioral effects, and then come up with a proposed scenario of how to reduce them from the The view of the administrators at the Institute of Science and Technology of physical and sports activities at the University of M'sila.

#### 6- Survey study:

An interview was conducted with some staff members of the Institute of Science and Technology of physical and sports activities in M'sila, 10 of whom were the head of the department of physical activity the adapter and the users' service and distributed questionnaires in the initial version to study the sincerity and stability.

This phase aimed at:

- Know the working conditions of employees in terms of tasks, methods, equipment and office equipment.
- Inventory of the statistical community where we identified the total number of employees

#### 7. Methodology:

The curriculum is the path that leads the researcher to uncover the truth in science by a set of scientific rules (Mosaad, 2003, p. 32).

On this basis, we used the analytical descriptive approach and the method of case study because it fits our research topic.

#### 8. Community and sample of the study:

Our study community consists of all administrative staff from the Institute of Science and Technology of physical and sports activities at the University of Mohamed Boudoir Mesilla, which according to the Institute's user office to 55 employees and employees. The research sample consisted of 25 employees and employees. Each layer corresponds to the number of members of the class to society "(Abu Allam, 2011, p. 175), where we divided the society into two classes (academic administrators - administrators).

	Study community	Study sample	percentage
Academic at administrative level	10	05	50 %
Administrators	45	20	44 %
Total	55	25	45 %

Table (01): Relative class sampling

9. Study tool: The questionnaire may be in the end of two parts:

9.1. **Personal data:** Gender (male, female) - Job title (academic at administrative level, administrative) - Years of service (from 01 to 05 years - from 06 to 10 years - more than 10 years).

9.2. **Topics of study:**

9-2-1. **The first axis:** the effects of work pressure and it consists of 36 words divided into three sections (physical effects 12 words - psychological effects 12 words - behavioral effects 12 words)  
9-2-2. **The second axis: the methods used to overcome the feeling of pressure** and it consists 25 words.

In this questionnaire, the researcher relied on the closed form that identifies the possible responses to each question, i.e., the Likert pentagram. The respondents were asked to determine the extent of approval of these terms, as shown in Table (02).

The answer	Always	Generally	Sometimes	Rarely	Never
Degrees	5	4	3	2	1

**Table (02): Questionnaires' degrees**

#### 10. Honesty of the tool:

The validity of the questionnaire means ensuring that it will measure what was prepared for its measurement (Saber, Mervat, 2002, p. 167)

##### 10.1. Virtual honesty: estimates of arbitrators

The apparent truth is that the test is truthful in its apparent form, in other words it is not scientifically and statistically true, and the general appearance of its expressions indicates that it is suitable for the two labs, clearly its instructions and expressions and difficulty levels in the test (Farhat, 2001, p. 122).

The researcher presented the questionnaire to five arbitrators who hold a doctorate degree in the theory and methodology of physical education, and in psychology with more than ten years experience. The questionnaire was presented to the arbitrators from 17 September 2017 to 25 September 2017.

##### 10.2. Internal consistency:

This test leads to the validity of the correct configuration of the test, the logical examination of its components, the accuracy of its measurement, and its correlation with other elements, which helps to reach certain predictions in the field of correlation. This method is used by the correlation coefficient between the term and total axis, and the total score of the questionnaires (Erradjih, 2003, p. 78).

The correlation coefficients between each paragraph of each axis and the total score of their vertebrates ranged from (0.452 to 0.803), where it is a function at the level of significance (0.01-0.05). Thus, the axis vertebrates are considered to be true for the measurement, except the expression (07) in the axis of physical effects, The number (03) in the axis of behavioral effects, and the words (13) and (22) in the axis of the methods used to overcome the sense of pressure, the value of correlation coefficients was limited between (0.116 - 0.212) and the significance level greater than (0.05) These paragraphs are not true and you should make modifications to them.

### 11- Stability:

One of the important factors for the validity of any test or questionnaire is that the stability of the study instrument means "ensuring that the answer is almost the same if it is repeated to the same people at different times"

(Edahcha; 2006; p 78)

11-1. we calculated that the ration between 0.877 and 0.901 was limited to 0.877 and 0.901. Each half of the performance axes were characterized by high stability. The stability coefficient of the two parts of the questionnaire was high.0.896 for the first half; 0.951 for the second half; and the correlation

Coefficient between the two halves of the questionnaire is high; where we obtained a correlation coefficient of 0.889.

11-2- Stability coefficient Cronbakh a: we found that all stability coefficients in this questionnaire were high and statistically significance level 0.05 and that the value of these coefficients differed from one axis to the other; with the maximum of 0.963 in the " Behavioral Effects" axis.

The total stability coefficient of the study questionnaire was 0.971; which is a high and statistically significance level of 0.05; indicating the possibility of stability of the results to be obtained using the questionnaire.

Due to the results obtained using the following techniques: " The sincerity of the arbitrators ; the internal consistency; the mid-division and the stability coefficient." The questionnaire can be considered to be reliable and stable and can be used in our study.

### 12- Statistical processing :

The researcher adopted the statistical program called statistical bag for social sciences (spss22), and the following statistical techniques :

- Percentage and frequency to describe the sample.
- The arithmetic average to measure the centralization of the responses.
- Standard deviation to measure the extent of agreement and non-dispersion of responses.
- Coronbakh a stability coefficient to determine the consistency of the paragraphs of the questionnaire.
- Test (t-test) to find the differences between the averages of two categories.
- One WayAnova analysis to find differences between the averages of several categories.
- Spearman Brown correlation coefficient to examine the relationship between study variables.

### 13 -Presentation and analysis of the study results:

13.1- Responses to the first question: Are there significant differences at the level( 0.05) of the responses of the sample on the effects of working pressures that the managers are subjected to due to "gender, job title, years of service?"

13.1.1- Are there statistically significant differences at the level of a (0.05) for respondents' responses to the effects of work pressure on managers due to gender variable?

T-Test was used to determine the differences according to the gender variable. Table (03) shows the statistical averages and standard deviations of mean scores of the questionnaire for the effects of the work pressure and the value of (t) and their significance according to the gender variable.

The survey axes		gender	Number	SMA	Standard deviation	T-Values TEST	The value of sig	Level of significance
Effects of work stress	Physical symptoms	Male	10	16.54	2.554	0.343-	0.000	indicated
		female	15	17.76	5.235			
	Psychological symptoms	Male	10	18.30	2.985	0.589-	0.002	indicated
		female	15	19.68	5.241			
	Behavioral symptoms	Male	10	19.25	8.581	1.832	0.312	Not indicated
		female	15	16.41	5.540			
Total score		Male	10	55.43	8.786	1.254	0.022	indicated
		female	15	49.25	6.332			

**Table (03):** The results of t- test to indicate the differences between the arithmetic mean of the responses of the sample on the effects of work pressure according to gender variable.

The table shows that the significance values for all axes as well as the total degree of the effects of work pressure are less than 0.05 except for the behavioral symptoms axis, and there are significant differences in the management of the institute about the effects of work pressure due to gender variable. The difference in favor of females was at the center of physical symptoms and psychological symptoms Because their arithmetic mean is greater than the arithmetic average of males.

This result is contrary to the study (Muslim 2007), which resulted in no significant differences in the response of the study sample on the effects of work stress due to the gender variable.

In the opinion of the researcher, the existence of differences in favor of females is more susceptible to fatigue, exhaustion and exposure to headaches, in addition to the psychological anxiety and stress of males due to biological and fungal considerations.

We also conclude that there is little point to the sex factor in avoiding behavioral symptoms.

**13.1.2-** Are there statistically significant differences at the level of a (0.05) for respondents' responses to the effects of work stress on workers due to job title?

t-Test was used to determine the differences according to the scientific qualification variable and Table (24) showing the arithmetical averages, the standard deviations of the scores of the

questionnaire and the value of (t) and the significance of the response of the sample on the effects of the work pressure according to the variable of the job title.

The survey axes		job title	Number	SMA	Standard deviation	Values T-TEST	The value of sig	Level of significance
Effects of work stress	Physical symptoms	Academic at administrative level	20	16.28	5.203	0.696-	0.950	Not indicated
		Administrators	05	17.25	5.062			
	Psychologic al symptoms	Academic at administrative level	20	18.62	10.999	0.182	0.442	Not indicated
		Administrators	05	18.31	10.846			
	Behavioral symptoms	Academic at administrative level	20	11.14	6.245	0.642-	0.241	Not indicated
		Administrators	05	14.89	8.247			
Total score	Academic at administrative level	20	45.17	9.04	2.892-	0.143	Not indicated	
	Administrators	05	52.02	8.56				

**Table (04)** : results of (t) to indicate the differences between the arithmetic mean of the response of the sample on the effects of the work pressure according to the variable of the job title.

The table shows that the significance values for all axes and the total score of the work pressure variable are greater than 0.05, ie, there are no statistically significant differences on the effects of the work pressure due to the job title variable at the a (0.05) level. The Institute is ineffective in avoiding the effects of occupational stress from physical, psychological and behavioral symptoms.

**13.1.3-** Are there statistically significant differences at the a (0.05) level of respondents' responses to the effects of work stress on managers due to years of service?

The number of squares, degrees of freedom, "F", and the level of significance of respondents' response to the effects of work pressures according to the variable years of service (1-5 years, 6-10 years), More than 10 years).

The survey axes	Source of Contrast	Total squares	Degrees of freedom	Average squares	Values "F"	Value of significance	Level of significance
Physical symptoms	Between groups	155.856	2	104.215	4.869	0.201	Not indicated
	Within groups	1054.684	22	20.521			

	total summation	1110.501	24				
Psychological symptoms	Between groups	998.211	2	457.221	5.247	0.098	Not indicated
	Within groups	5478.579	22	98.357			
	total summation	6586.791	24				
Behavioral symptoms	Between groups	168,114	2	63.542	2.335	0,260	Not indicated
	Within groups	5280,875	22	54..842			
	total summation	5448,989	24				
Total score	Between groups	1519,124	2	1023,566	5,152	0,198	Not indicated
	Within groups	14297,819	22	135,987			
	total summation	19452,856	24	104,215			

**Table (05):** The results of the analysis of the one-way variance of the arithmetic averages of the responses of the sample members on the terms of the axes of the effects of work pressures according to the variable years of **service**.

The table shows that the significance values for all axes as well as the overall degree of the effects of work pressures are greater than 0.05, and there are no significant differences among the institute's administrators on the effects of work stress due to the years of service at a (0.05). This result was agreed with the result of the study (Ahmed Muslim 2007), where his study showed no significant differences on the effects of work pressure at the level of significance 0.05 attributed to years of service.

**13.2- Answer the second question:** What are the methods used to overcome the sense of pressure from the point of view of the administrators of the Institute of science and Techniques of physical and sports activities in M'sila?

To answer this question, we analyzed the expressions of the axis of the ways to overcome the sense of pressure and calculate the arithmetic mean and the relative weight of each statement, and then we arranged the words in descending order according to the relative weight value.

N:	Phrase content	Arithmetic mean (5)	Relative weight	Rank in Axis
38	I exercise.	2.60	50.05	25
39	Take care of meditation and relaxation sessions.	2.89	56.91	21
40	I get enough sleep a day.	3.18	62.70	17
41	Full-time work during weekends.	3.09	60.91	19
42	Eat three balanced meals a day.	2.93	57.58	20
43	I take daily nutritional supplements containing minerals or vitamins.	2.81	55.29	23
44	I eat food that includes fresh fruits and vegetables.	3.58	70.61	15

45	Do not take stimulants (coffee or tea).	2.89	57.77	22
46	Read or listen to the Holy Quran.	3.90	76.98	10
47	I turn to prayer and I am in it when I feel tense.	3.66	72.22	13
48	I try to get guidance and advice from those I trust.	3.87	76.48	11
49	I talk with my colleagues on external themes of entertainment.	3.59	70.77	14
50	We share jokes and talk during work.	3.17	62.43	18
51	I make trips abroad with colleagues.	2.62	51.51	24
52	I try to understand the views of others.	3.96	78.18	9
53	Be sure to communicate with others.	4.23	83.62	3
54	I exchange views with my colleagues regarding work.	4.08	80.66	8
55	I try to find urgent solutions to problems before they get worse.	4.22	82.81	5
56	Be careful to practice the scientific method to solve problems when they occur.	4.13	81.28	7
57	I would like to clarify my main point of view in the workplace.	4.19	83.32	4
58	I am keen to manage my time well.	4.44	88.18	1
59	I am careful to solve my family problems that may affect my work.	4.30	85.19	2
60	I balance my own life and my work.	4.11	81.62	6
61	I follow the media programs that suit my interest.	3.76	74.18	12
62	I read newspapers, magazines or books.	3.67	70.51	16
All paragraphs		3.57	71.02	

**Table (06): Analysis of the axis of the "methods used to overcome the sense of pressure"**

Table (06) shows that the average response in the study sample on this axis as a whole was 3.57 and the relative weight of this area was 71.02%. The mean and relative weight of each of the axial expressions was also shown. (50.05% -88.18%). In general, the arithmetic mean of the methods used by the staff to overcome the sense of pressure is greater than "60%" indicating that the methods employed by the staff to overcome the sense of pressure are effective methods, because the paragraphs of this area were Indicate a positive view, except paragraphs (38,39,41,42,43,45,51) were indicated Li neutral opinion.

#### 14- The general results of the study:

The following are the main results of the study of the researcher after the analysis of the data and test hypotheses of the study and to see the reality of professional pressures on the administrators at the Institute of Science and Technology of physical activities and sports at the University of Meslaha, we will divide these results into two axes on the As follows:

##### 14-1. The personal factors of the study community:

- There were statistically significant differences at the level of ( $\alpha$  0.05 0.05) for the responses of the sample members on the effects of the work pressures that the managers are subjected to due to gender difference in favor of females.
- There were no statistically significant differences at the level of ( $\alpha$  0.05 0.05) for the responses of the sample members on the effects of the work pressure that the managers are exposed due to the different job title.

- There were no statistically significant differences at the level of ( $\alpha$  0.05 0.05) of respondents' responses to the effects of work pressures on managers due to different years of service.

#### 14.2. The methods used to reduce the pressures of the profession:

The methods used to overcome the sense of pressure will be addressed by the administrators of the Institute of Science and Techniques of Physical and Sports Activities in M'sila and discussed to serve the employee's performance and psychological and physical comfort, which were approved by the sample members at a high and medium level:

- **Avoid problems and conflict as much as possible:** with parents and colleagues, and if they occur must be out of them as soon as possible following the scientific methods to solve them as well as separating the private life and work because this leads to tension and anxiety, and this has been accepted by a high degree of staff (55-56-59-60), as( Najah al-Qublan 2004) has pointed out in the social support component.

- **Time Management:** Time is a valuable resource. It is used well. Less stress, i.e., efficient time management has a role in reducing work pressure, and the number 58 has been met with a high level of acceptance by administrators.

- **Strengthening the faith of faith,** the commitment of worship and attending mosques and pray and read the Koran, to be considered a strong basis that gives administrators methods of strength in the face of pressure and management, which led to the arrival of the terms 46-47 to the high degree of acceptance by staff at the Institute,

( Haidjan1998) in methods of coping with labor pressures.

- **Avoid isolation and exchange of views with colleagues,** through the provision of social relations between individuals, so that the individual feels that his colleagues and his president support him and provide him with help and help and appreciate it, and feel acceptable to them, and help him to solve problems, and participate in their activities, which dispels the individual feeling alienation and alienation , Which was accepted by a high degree by the administrators of the Institute when they answered the terms (49-52-53-54-57).

- Commitment to balanced and varied health food, and getting enough sleep daily to renew the cells and necessary for the functions of the body organs, and to give the energy and vitality necessary to perform the work, and the result in the end to the benefit of the individual in resisting the effects of poor psychological pressure, referred to (Ahmed Maher 2002) (40-41-44) were highly accepted by the Institute's administrators.

- Seeking help from specialists: The individual resort to this method when the previous attempts to rebuild the personality, where the pressure may be so severe that the person cannot cope with the previous methods, which requires the request of assistance from specialists in the treatment of pressure from doctors of psychology, Where the phrase (48) was met with a high degree of acceptance by the administrators of the Institute.

- Entertainment and humor in the work environment: This method has a role in reducing the pressure of the administrators and proven by many studies, the exchange of jokes from time to

time, as well as reading newspapers, magazines or books in addition to follow the information programs that fit the interests of the employee and this is what we found in the terms (50-61-62), which had a high degree of acceptance by the study sample.

These methods provide a vision that helps overcome the sense of pressure among administrators of the M'sila Institute in a balance between the work and tasks and distributed to the competent authorities and according to the responsibilities in the sport management. The best use of these methods will contribute effectively to the performance of a distinguished sports management and achieve the desired objectives in the development of education and training institutes Sports.

#### 15. Suggestions and recommendations:

In the light of the findings of the study, the researcher proposes the following:

- Raising awareness among employees and providing them with ways that contribute to reducing the feeling of professional pressures through specialized seminars and through special brochures and pamphlets.

- Implementation of training programs aimed at developing the capacity of staff in the faculties in dealing with labor problems, as well as identify strategies to eliminate the pressures of work effectively and mitigate the negative effects.

- To pay attention to the development of social relations between workers within the scope of official and non-formal work through programs and activities of a cultural nature recreational, to meet the main psychological needs of respect and self-realization.

- Provide psychosocial counseling service for administrators at the Institute of Science and Technology of physical and sports activities in M'sila to receive guidance and guidance to prevent anxiety, tension and frustration, and to use this service to address any negative effects suffered by employees due to exposure to professional pressure.

- The administrators at the Institute of Science and Technology of Physical and Sports Activities in M'sila should increase the efficiency of using the "full-time mode of work during the weekly leave" by organizing the time in the desired manner. This will renew the activity of the workers and give them the ability to cope with the pressures.

- The administrators should increase the effectiveness of using the method of "taking care of meditation and relaxation sessions" and this will contribute to the removal of stress and anxiety caused by stress.

- The administrators of the Institute to increase the effectiveness of using the method of "travel abroad with colleagues" This will increase the activity of workers and their vitality, strengthening human relations between employees, and working to increase their motivation to work.

- The administrators to increase the effectiveness of using the method of "exercise exercises," such as walking on a daily basis while continuing to exercise some exercise, especially that deal with distractions during work, such as sitting long on the offices, resulting in a feeling of pain in the neck and shoulders, and to correct this deviation, Exercise should be practiced for the neck and shoulders, because exercise increases the activity and vitality of the body, and gives workers greater ability to cope with stress.

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### الملخص :

تناولنا في هذا البحث آثار الضغوط المهنية وكيفية التقليل منها من وجهة نظر إداري معهد علوم وتقنيات النشاطات البدنية والرياضية بجامعة المسيلة، هدفت هذه الدراسة إلى التعرف على الفروق بين الإداريين في تعرضهم لآثار الضغوط المهنية وفقا لمتغيرات: (الجنس، المسمى الوظيفي، سنوات الخدمة)، كما قامت الدراسة بتقديم رؤية مقترحة لتحديد طرق التغلب على الإحساس بالضغط لدى إداري المعهد، وتكون مجتمع الدراسة من جميع الموظفين في المعهد، البالغ عددهم 55 موظفا وموظفة، وطبقت الدراسة على عينة طبقية عشوائية بأسلوب المعاينة النسبية مكونة من 25 موظفا وموظفة، أي حوالي (45%) من مجتمع الدراسة الأصلي خلال الموسم الجامعي 2018/2017، وقد استخدم الباحث المنهج الوصفي التحليلي مع استخدام أداة الدراسة الرئيسية وهي الاستبيان، الذي اشتمل على (61) عبارة مقسمة على محورين، ومن أهم النتائج المتوصل إليها في هذه الدراسة :

- وجود فروق ذات دلالة إحصائية لإجابات أفراد العينة حول آثار ضغوط العمل التي يتعرض لها العمال تعزى باختلاف الجنس، ولا توجد هذه الفروق في حالة اختلاف المسمى الوظيفي وسنوات الخدمة.
  - وبينت الدراسة أن الإداريين في المعهد تظهر عليهم آثار جسمية ونفسية وسلوكية نتيجة الإحساس بالضغط، كما بينت الدراسة أن الموظفين يستخدمون العديد من الطرق بشكل فعال للتغلب على الإحساس بالضغط.
- الكلمات المفتاحية:** آثار الضغوط المهنية – الإداريون – معهد علوم وتقنيات النشاطات البدنية والرياضية.