



greencross
GLOBAL

WELLBEING ACTION

PLAN



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01. WHAT IS WELLBEING?



The World Health Organisation states that wellbeing is “a state of complete physical, mental, and social wellbeing, and not merely the absence of disease or infirmity.”

Wellbeing and the idea of maintaining a state of ‘wellness’ has been around for centuries in its various forms. In modern times, it is often described as simply feeling good.

Wellbeing can be linked to a number of different benefits including improved physical and mental health, faster recovery times from illness, higher educational attainment, greater productivity and an overall healthier lifestyle.

There has been an increased interest from the world of science in the benefits of wellbeing, with a focus on how it can bring improved performance in the workplace. Not only does the wellbeing of employees directly correlate to higher levels of productivity and engagement, but it also helps to reduce absenteeism and staff turnover.

The main concept of wellbeing in the workplace is simple – happier staff work harder, more effectively and for longer – and this ultimately makes almost any business more successful in the long term.

Individual employee happiness can be affected by a huge number of factors including mental condition, work-life balance, family life, stress levels, tiredness, job satisfaction and many more.



02. WHAT IS A WELLBEING ACTION PLAN?

The Wellness Action Plan is inspired by Mary Ellen Copeland's Wellness Recovery Action Plan® (WRAP®): an evidence-based system used worldwide by people to manage their mental health.

Wellness Action Plans are an individual, practical tool we can all use to help us identify what keeps us well at work, what causes us to become unwell, and how to address a decline in mental health should you be experiencing one.

It also opens up conversations with your manager or supervisor, in order for them to better understand your needs and experiences and ultimately better support your mental health, which in turn leads to greater productivity, better performance and increased job satisfaction.

We all have mental health just as we all have physical health, and this Wellness Action Plan has been designed to support us all to manage our mental health, wherever we are on the spectrum.





03. USING THE

PLAN

Set aside some time to complete your Wellness Action Plan and think about the current pressures you're facing, the impact they're having on your mental health and wellbeing and what you can put in place to deal with these.

Being situated with your colleagues in a workplace can support social connection and aid collaborative activities, but it can present unique challenges. You might wish to reflect on the extent to which it enables you flexibility to carry out responsibilities you might have outside of work and the extent to which you can concentrate on work in a busy or loud environment.

Also consider if it might be more difficult to communicate with colleagues across other teams or departments if they're working remotely.

It's useful to think about what support your manager can put in place to support you and discuss these topics with those in your household if working from home.

Once you've completed your Wellness Action Plan, it's helpful to review it monthly as things can change. This can help you reflect any learning or helpful practices. It's also beneficial to understand your triggers and to make sure you're adapting to any changes in your work arrangements.

This can be a useful tool, but if you think it would be helpful, you can share your completed Wellness Action Plan with your manager to support conversations about your wellbeing.

Your manager can help identify when you may be becoming unwell or help you put things in place to help you stay well. You could also share it with colleagues to promote openness and understanding so you can work effectively with each other and offer support

04. WELLNESS AT WORK



01 Identify your triggers

What affects someone else's mental wellbeing won't necessarily affect yours. Understanding what triggers poor mental health for you can help you anticipate problems and find solutions. Finding out your triggers can help

02 Take time for yourself

Spending time on yourself is essential for your wellbeing, and helps you be more resilient. It's vital to prioritise your own needs sometimes, rather than the demands of your work.

03 Be kind

It's important to be kind to yourself and remember it's okay to not be okay. We may feel different from one day to the next as situations change so it's important to be kind to yourself.

04 Celebrate success

We all want to contribute and make a difference to the things we work on, we want to feel accomplished and that we've achieved something. So it's important to celebrate the successes, big and small.

05 Connect with colleagues

Evidence suggests that feeling close to and valued by other people is a basic human need. Good relationships are important to our wellbeing.

06 Ask for help

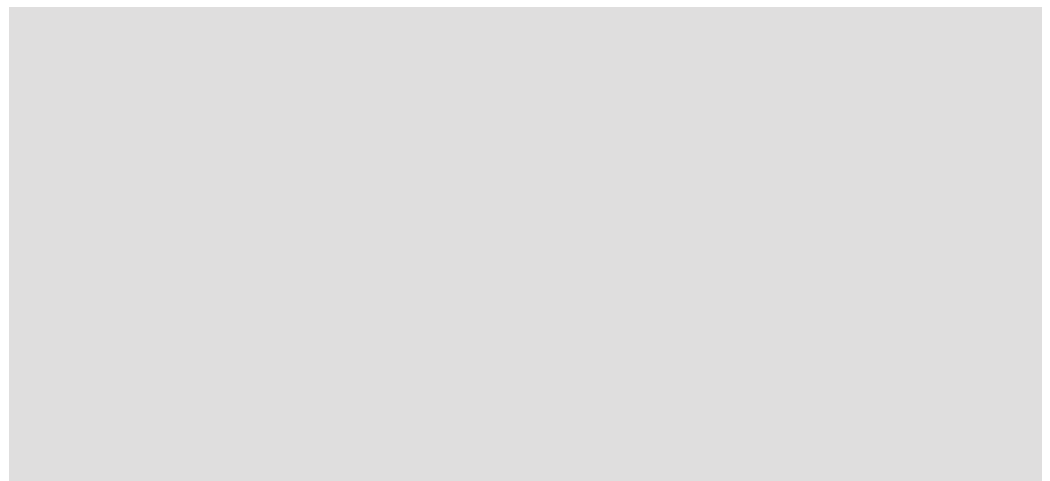
If you feel your workload is spiralling out of control, take the opportunity to discuss it with your manager or supervisor. Discuss what work you should prioritise and reflect on what is possible to negotiate in terms of timelines and deadlines as well as the scope or scale of the work to be completed.

WELLBEING ACTION PLAN TEMPLATE

A Wellness Action Plan reminds us what we need to do to stay well at work – whether working from a physical workplace or remotely – and details what we can do to look after our own mental health and wellbeing. It also helps us develop an awareness of our working style, stress triggers and responses, and enables us to communicate these with our manager and colleagues.

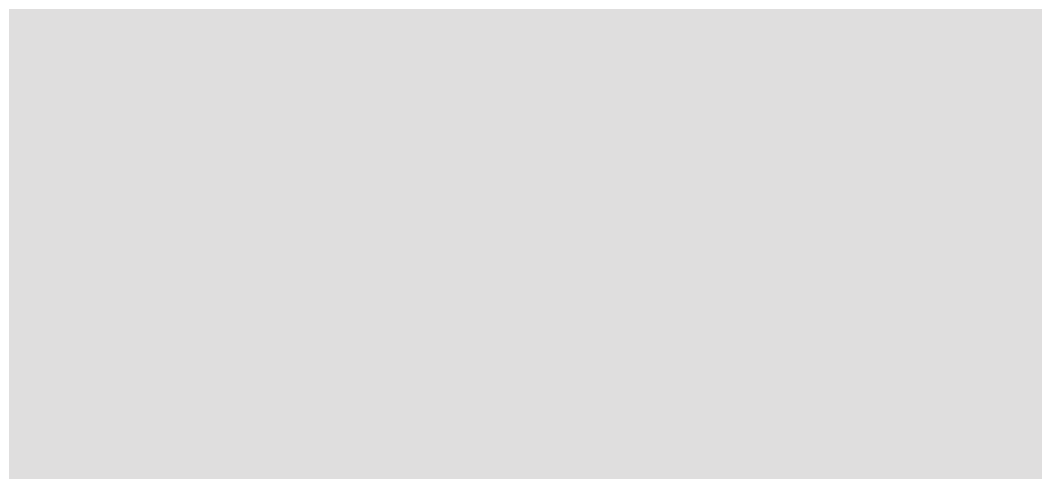
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What are your current and intended working arrangements?



02

Are there any characteristics of your individual working style that you'd like to make your manager or colleagues aware of?



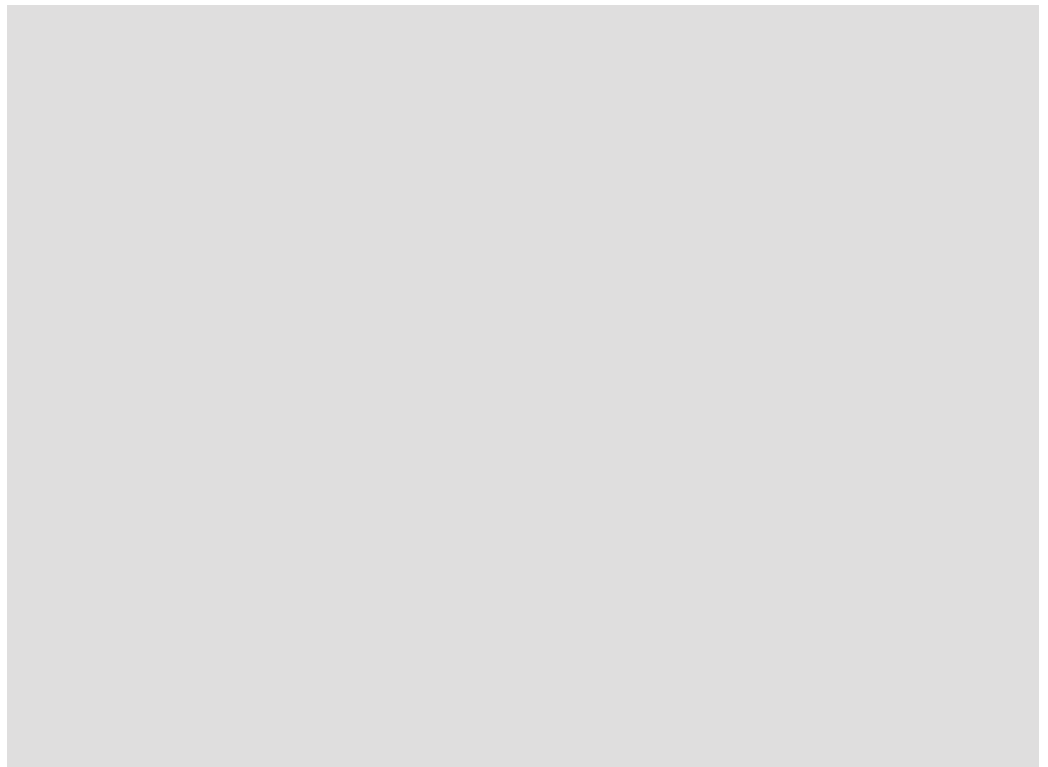
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Are there any characteristics of your individual working style, or triggers that you'd like to make your manager or colleagues aware of?



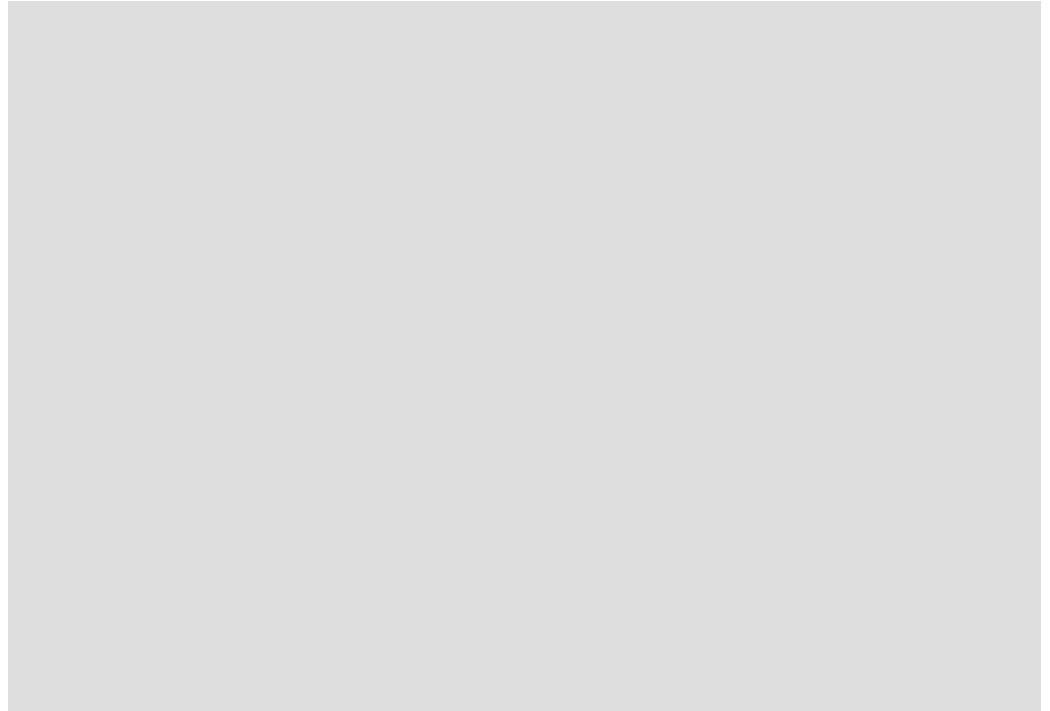
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What helps you stay mentally healthy?



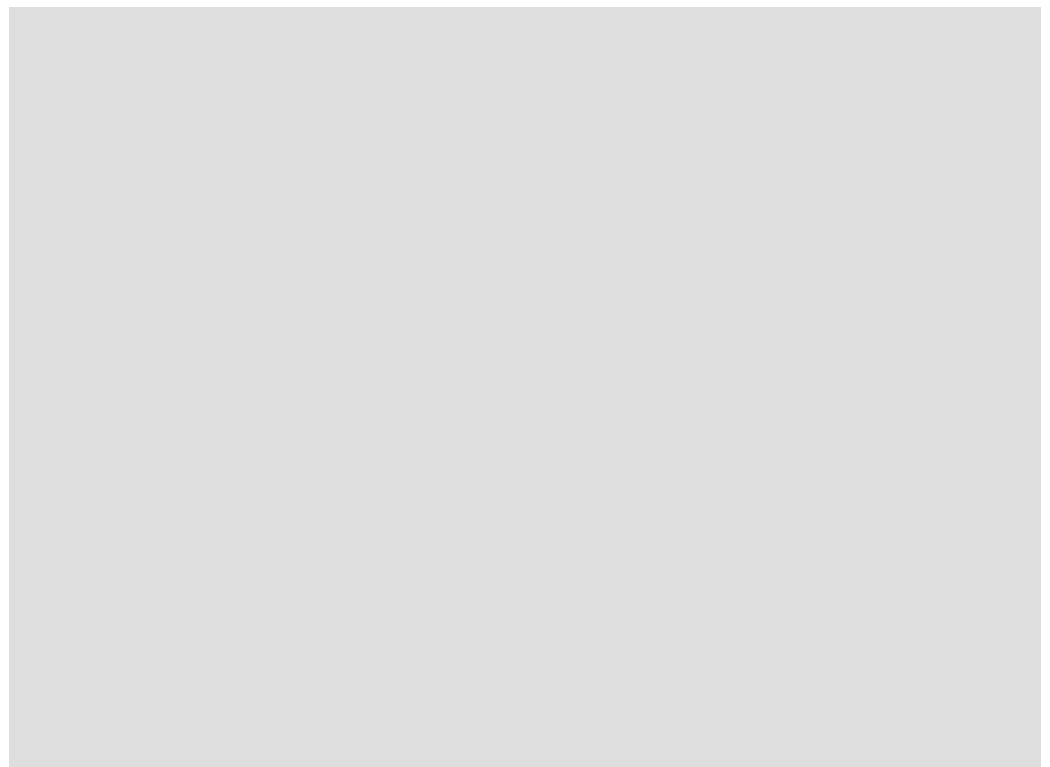
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What can you, your manager or colleagues put in place to proactively support you to stay mentally healthy at work and minimise these triggers?



06

How might experiencing poor mental health impact on your work?



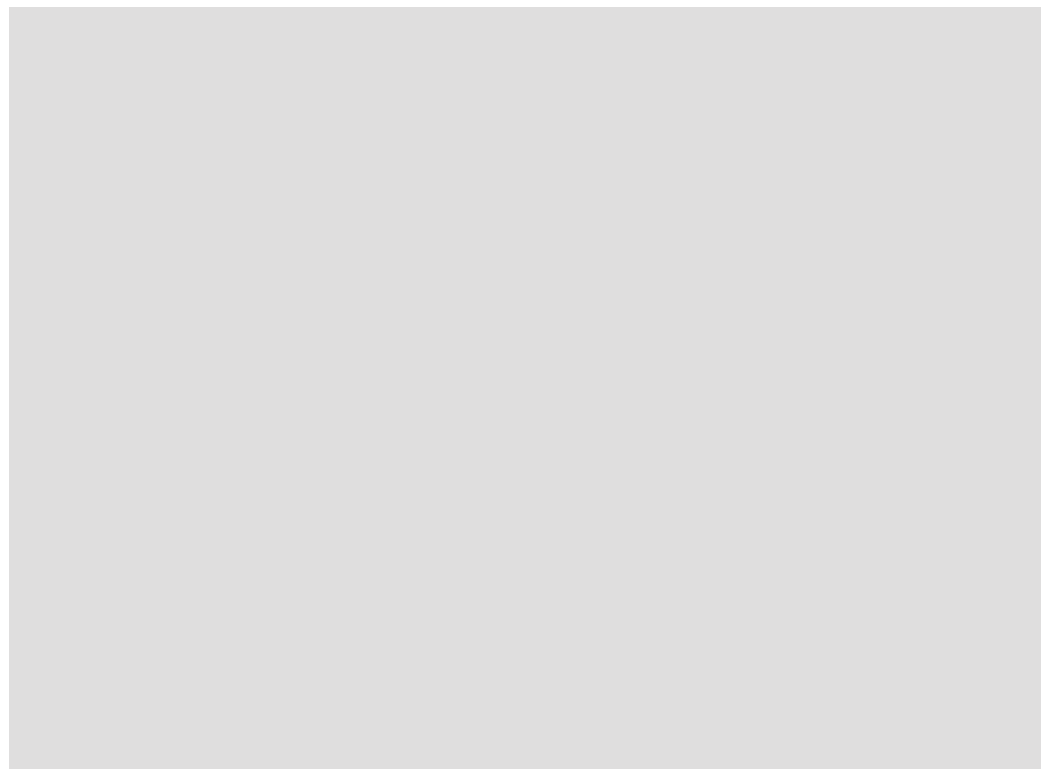
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Are there any early warning signs that might be noticed by your manager or colleagues when you are starting to experience poor mental health?



08

What actions would you like to be taken if any of these early warning signs of poor mental health are noticed by your manager or colleagues?



09

Is there anything additional you would like to share that would support your mental health at work?

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