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"When we take the time to nourish our spirit first, our life changes and we become the instruments to give the gifts that we've come here to give."

- SUZI LULA
@BODHICHICAGO

Workplace Wellness: Organizational Stress Management

Information compiled from:

Self-Care in Social Work: A Guide for Practitioners, Supervisors, and Administrators
Kathleen Cox and Sue Steiner, 2013

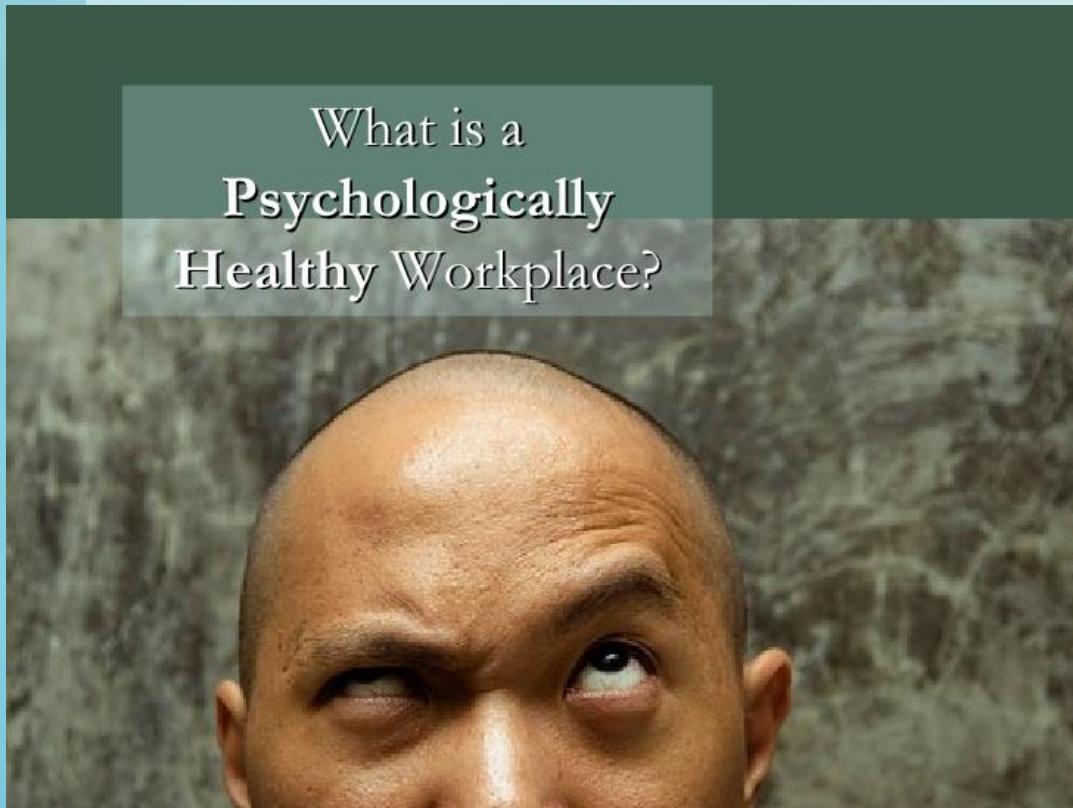
? What workplace policies or practices contribute to increased stress and distress for you?



? What workplace policies or practices contribute to your feeling more happiness and less distress at work?



The Psychologically Healthy Workplace Program



What is a
Psychologically
Healthy Workplace?

- Grawitch, Gottschalk, & Munz, 2006
- Psychological Health: “The extent to which people generally feel peaceful, connected to others, relatively free from distress, and satisfied.”
- Five Categories of a Psychologically Healthy Workplace:
 - Employee Involvement
 - Work-Life Balance
 - Employee Growth and Development
 - Health and Safety
 - Employee Recognition

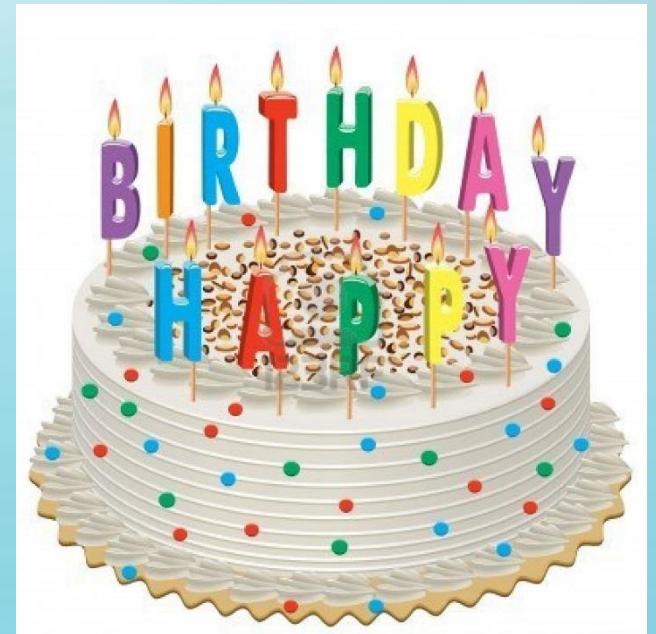
1. Employee Involvement

- When people are involved in the decisions that affect them they have a more positive attitude, higher job satisfaction, lower turnover and burnout, and are more engaged and committed.
 - Surveys
 - Forums
 - Employee teams to assess needs and develop programs
 - Participative decision-making structure
 - Self-managed work teams



Employee Involvement (cont.)

- Activities to Increase “Employee Relatedness”
 - Efforts to engage staff in activities that increases a sense of relatedness, both to others at work and to the organization in general.
 - **Rituals of Resiliency**, (Anderson, 2005) activities designed to build a resilient workforce.
 - *Sharing a Meal*
 - *Planned time to walk, laugh, or stretch together*
 - *Activities focused on discovering or sharing talents*
 - *Celebrating birthdays, holidays, etc.*
 - *Recognizing employee successes and accomplishments*



Employee Involvement (cont.)

- Employee **Vacation Mementos** (picture board or souvenir shelf)
- “**Success Staffing**” (A time in staff meeting where successes or highlights are shared. Positive client cases are shared, not just problem ones.)



? What are some Rituals of Resiliency that could be incorporated into Social Work agencies?



Resilient: (*adjective*) able to withstand or recover quickly from difficult conditions

2. Work-Life Balance

- Being able to completely separating work and home life in today's technology-laden world is a myth.
- Is increasingly difficult to balance work and home life.
- Concerted effort to balance work and home life is required on a continual basis.
- Organizational measures can be taken to assist workers in developing balance that leads to better self care.

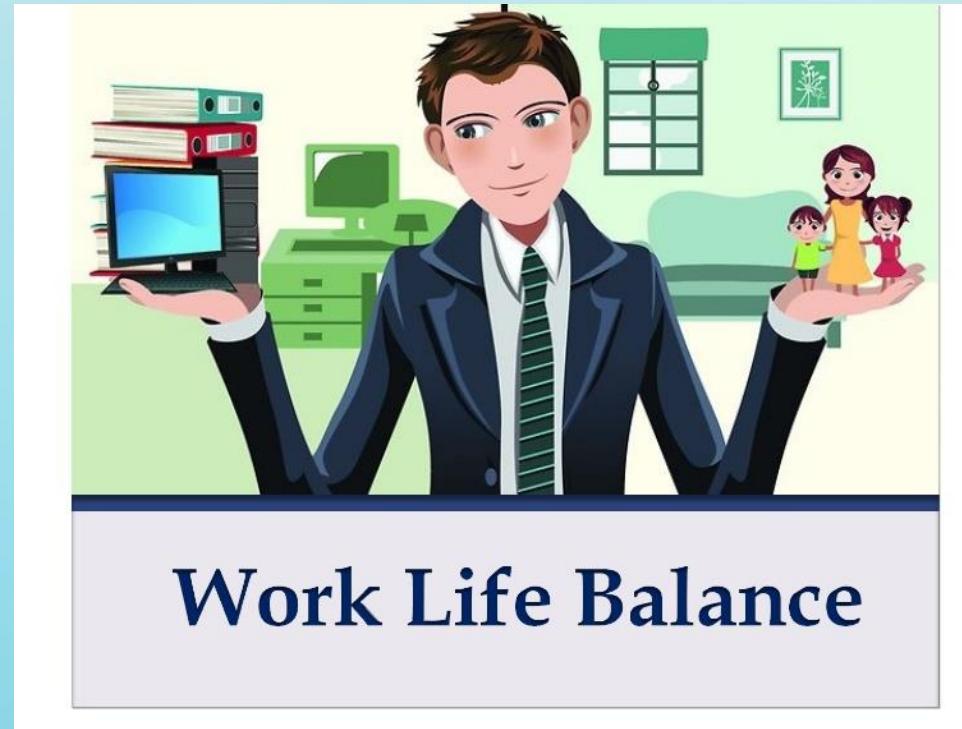


Work-Life Balance (cont.)

- Flexible Work Schedules
- “Results Only” Work Environments
- Telecommuting and Off-site Work Options
- Family Leave Policies
 - FMLA, flexible schedules, off-site work options
- Assistance with Child or Elder Care
 - On-site child care, flexible schedule for school or daycare drop off
- Vacation Policies
 - “real vacation policy” go “off-grid”; coordinate vacations for coverage



? What policies would be most helpful to you in creating work-life balance?



3. Employee Growth and Development

- Assist staff in obtaining job-related skills and knowledge to increase competency, autonomy, and advancement.
 - In-house trainings
 - Outside training seminars
 - Smaller agencies join forces
 - Coaching, mentoring, supervision
 - Tuition support
 - Flexible work schedule allowing for training

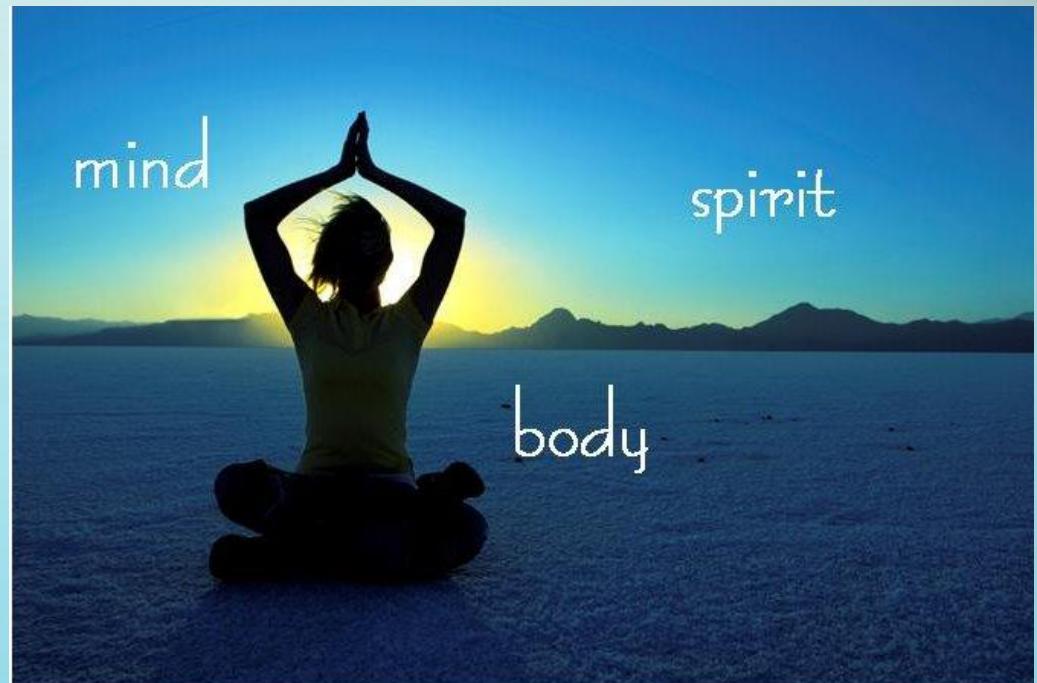


? What growth and development activities are most important to you?

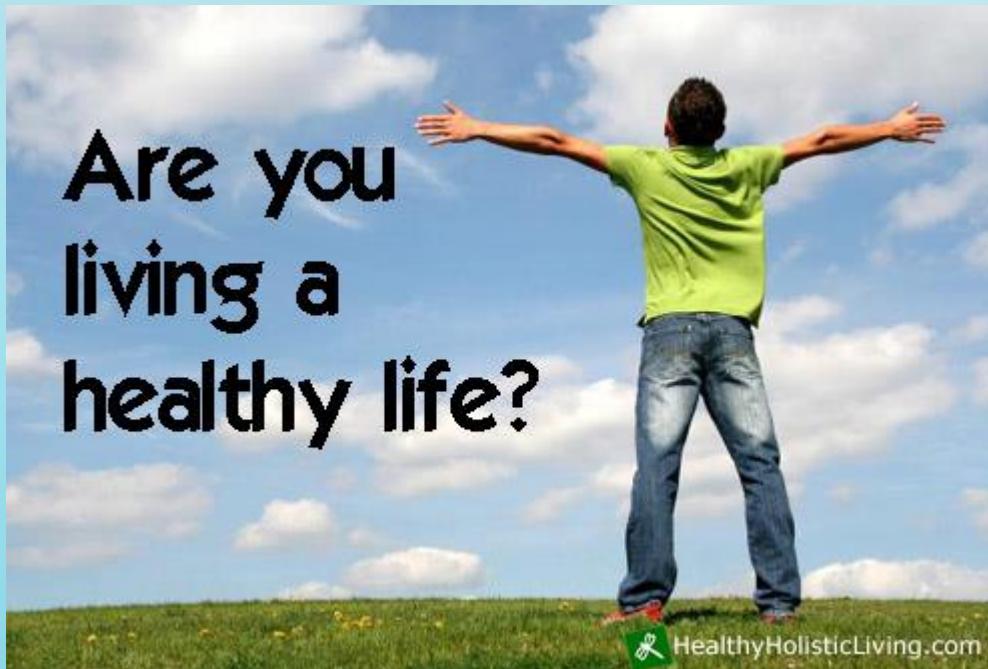


4. Health and Safety

- Policies and practices that support healthy life styles
 - Nutrition, mindfulness, exercise classes
 - Rejuvenation Room (designated space for brief periods of rejuvenation; calm pictures, plants, small water fountain, stretching area, couch, soft lighting, aromatherapy, etc.)
 - Smaller Silent Spaces (“Do Not Disturb” sign for 10 minute break, headphones or earbuds in cubicles, etc.)
 - Encourage office personalization for warmth and personal peace.



? What workplace health and safety efforts would be most desirable and/or beneficial to you personally?



5. Employee Recognition

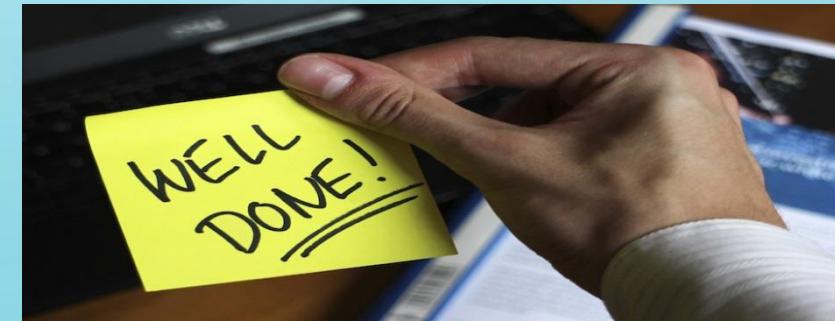
- Policies, programs, and practices that recognize individual employees and employee teams.
 - Yearly award recognitions
 - Announcements at staff meetings
 - Small gifts when a specific milestone is reached or project is completed
 - Announcements in monthly newsletters
 - Email announcements



EMPLOYEE RECOGNITION

A LITTLE **THANKS**
GOES A LONG WAY

? What form of Employee Recognition would have the greatest impact on you personally?



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