

Supporting your staff wellbeing – Managers



Start of the day

- Create a welcoming, pleasant environment.
- Greet all your staff individually.
- Ask you staff how they are feeling today.
- Consider their family situations.
- Clearly communicate to your staff their roles and responsibilities for the day.

Throughout the day

- Ensure your staff are able to take breaks, if possible away from their work.
- Ensure your staff eat and drink regularly.
- Provide opportunities for staff to be a social support to each other.
- Give your staff the time they need to fulfil their role.
- During the day minimise staff stress by supporting them through challenging situations.
- Be mindful of the signs and symptoms of stress.
- Be available to support your staff throughout the day.
- Ensure all staff have regular, structured supervision with a focus on wellbeing.
- Know where to direct staff to who may need extra, external support.
- Try to be flexible with staff working arrangements.
- Keep in contact with all staff.
- Be a good role model for self-care strategies.

End of the day

- Personally thank your staff.
- Check on your staff before they leave – are they ok?
- Support staff wellbeing as appropriate.
- Know where to direct staff to who may need extra, external support.

If you would like more detailed information go to:

www.cumbria.gov.uk/elibrary/Content/Internet/537/1459/7037/17929/4396610437.pdf?timestamp=44033105148

www.mind.org.uk/workplace/mental-health-at-work/taking-care-of-your-staff/employer-resources/wellness-action-plan-download/