

SUPPORT MENTAL WELLBEING AT WORK

Ensure your people feel supported and are able to do their best work, regardless of whether they are experiencing a mental health issue

Talk about mental wellbeing Create a workplace culture where it's okay to talk about mental health. Simply asking 'how are you' can open up a conversation and make a big difference. Your employees are your greatest asset – you need them to fee confident, happy and engaged in their

Collaborate Work together to find solutions that meet the needs of the organisation and the employee. If you become aware an employee may be experiencing an issue, raise it with them and discuss the support they require. Managers can build trust by keeping their word and respecting privacy and confidentiality.

Address behaviours Provide praise (when deserved) and critical feedback (when necessary). Raise employment issues when required. Ensure behaviours causing issues are discussed in a safe and compassionate way and support is offered and given. This may include a referral to EAP counselling services, accessing additional professional help, taking time off or offering flexible work arrangements.

Put a policy in place Develop and promote an organisation-wide stand for zero tolerance of stigma or discrimination related to mental illness. Be clear that accommodations for disability, injury or illness includes mental health issues as this is not obvious to everyone.

Check assumptions Treat
everyone as an individual and
do not make assumptions about
what it means to have a mental
illness. Focus on the individual's
abilities and on the strengths
that the employee brings to the
workplace. Consider how you are
directly or subtly creating barriers
to employment for people with
experience of mental illness (i.e.preemployment questions) and how
your organisation responds to
a person who discloses mental
wellbeing issues.

Support everyone We all have mental health and everyone experiences ups and downs in life and at work. Ask all of your employees what will help them to do their best work.

Educate Provide managers with basic training and information about mental illness and its effects, and how to respond to, support and accommodate employees experiencing mental illness.

Be flexible Workplace accommodations that people with experience of mental illness commonly find helpful include:

- flexible working hours
- flexibility around where they work, i.e. from home
- flexibility around sick and annual leave (e.g. the optior of additional paid or unpaid leave)
- flexibility around attending appointments
- · professional supervision
- an on-the-job coach or mentor
- being able to continue to work even when they are not 100 per cent well