



MENTAL WELLNESS SAMPLE KEY POINTS



HOW YOU FEEL MATTERS:

- COVID-19 has disrupted all aspects of our lives, it is not business as usual and we need to make some adjustments to routines and habits, which can be very stressful and disruptive.
- Care, compassion, and support for each other will help the team to navigate the situation and become stronger.
- Anxiety is a normal reaction to this type of crisis and everyone will experience some form of it, to some degree, and needs will vary. Some of you or your dependent family members might need extra support.
- There's no "right" way to handle this situation, your way is unique to you.

REACH OUT FOR SUPPORT:

- The University provides supports for mental and physical wellness and encourages you to take the time to reach out for any resources or services that would help you or your dependent family members.
- As your manager, if I can be of help, please let me know. One of my goals is to make sure we are all taken care of.



RESOURCES ARE AVAILABLE:

- There is a webpage on "[Support and Advice for Employees](#)" with a range of resources for mental, physical, social, and financial services and support, and you are encouraged to take time to explore it.
- Here is one [resource](#) on managing the impact of COVID-19 to review and share with your family, as your dependents are also eligible to access Homewood Health Supports. It is confidential and available 24 hours a day, 7 days a week at 1-800-663-1142



PHYSICAL WELLNESS SAMPLE KEY POINTS



BE KIND TO YOUR BODY:

- There's intense focus on staying healthy, washing hands, and protecting ourselves from the virus, but we also need to protect our physical wellness more broadly including nutrition, sleep, and physical activity.
- Now that you have been teleworking for a while, check that you are physically comfortable and protecting your neck, shoulders, and back as you work from home.
- If you notice strain or stiffness, let us know or use the resources on ergonomics at the Office of Environmental Health and Safety (EHS).

TAKE A BREAK!

- Take your lunch break and a couple of coffee breaks during the day.
- Stretch every one to two hours and try to take a walk, or do some yoga on your lunch.
- Try to stick to beginning and end times for your day to protect work-life balance.



ADOPT A NEW HEALTHY HABIT?

- This could be a good time to adopt a new habit that you have been wanting to try. Without a commute and being at home on a lunch hour, try something new like yoga or an online stretching class.

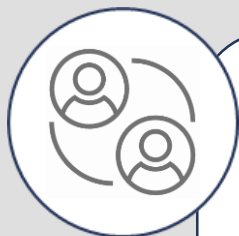
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- There is a webpage on "[Support and Advice for Employees](#)" with a range of resources for mental, physical, social, and financial services and support.
- Feature resources: [How to Stay Healthy and Productive While Working from Home](#) and [Ergonomic Workspaces Infographic](#).





SOCIAL WELLNESS SAMPLE KEY POINTS



FACE TIME IS IMPORTANT:

- Human connection protects us against anxiety and uncertainty, it's great for our health. Many of us are missing the camaraderie of our colleagues.
- We need each other. Be empathetic, supportive, and appreciative of all the struggles colleagues may be having now. It's easy to feel isolated and detached when you work remotely, making it even more important to take the initiative to stay connected.

TEAM SPIRIT HELPS:

- Difficult experiences provide us with an opportunity to come together and build more resilience and team spirit. We need to build in moments of human connection to share a bit about our day, or discuss ideas, especially while we are still adjusting to a new way of working.
- Is there something you can do to make a colleague's life easier? Reach out and acknowledge a team member, or help a colleague on a project by thinking it through with them.



ACTIVITIES CAN BE SIMPLE/SHORT:

- Something like setting a time every couple of days for a short chat with each other about a shared interest or hobby might really help us stay connected.
- If you are struggling with the adjustment to more time at home, reach out to your manager or another team member if you feel comfortable.

RESOURCES ARE AVAILABLE:

- There is a webpage on "[Support and Advice for Employees](#)" with a range of resources for mental, physical, social, and financial services and support.
- [Enabling Productive Remote Work: Expert Tips for Staying Connected and Engaged](#)

