



Healthy Workplace Initiatives Program

Mental Health Training

Total Funding Awarded: \$3000

UBC Human Resources
604-822-8762
www.hr.ubc.ca/health



Your Role

By implementing workplace mental health training you are demonstrating a commitment to wellbeing in your workplace. You are taking an active role in creating healthy and sustainable communities at UBC.

The Benefits of Workplace Mental Health Training

Mental Health Training Programs

- Increased mental health literacy has been found to improve emotional exhaustion and increase levels of personal accomplishment for participants¹
- Employees trained in mental health education and information report improved ability to manage their work environment, improved clarity in their perception of stressful job characteristics, and reduced emotional exhaustion and somatic complaints.²

Approved Uses of HWIP Mental Health Funding

- Facilitator fees for mental health training or education programs from one of the following organizations:
 - Canadian Mental Health Association
 - Shepell
 - MindwellU
- Training should provide key information and tools for understanding mental health issues
- Training material costs
- Catering (up to a maximum of \$200)
- Training group with a minimum of 10 participants

Non-approved uses of this funding

- Facilitator for mental health training or education programs from an organization other than those listed above must be approved by the Health Promotions Coordinator.

¹ Unterbrink, T. *et al.* Burnout and effort-reward imbalance improvement for teachers by a manual-based group program. *Int. Arch. Occup. Environ. Health* **85**, 667–74 (2012).

² Żołnierczyk-Zreda, D. An Intervention to Reduce Work-Related Burnout in Teachers. *Int. J. Occup. Saf. Ergon.* **11**, 423–430 (2015).



- The purchase of gift cards or certificates of any denomination (these are considered taxable benefits by the CRA and are not permitted under UBC's purchasing guidelines for gifts/prizes).

Implementation Instructions

- Review training topics offered by the approved list of providers
- Select the training(s) best suited for your departmental needs. Consider booking a series of sessions throughout the year.
- Contact the organization to book the training
 - Have a range of dates to offer (when possible)
 - Ensure that you check which dates work best for participants
 - Check the AV/Room set-up requirements from the facilitator
- Book a training room
 - Can use UBC Scheduling Services or an internal booking system
- Promote the training date(s):
 - Send Save the Dates, Outlook invites or email reminders
 - Put up event posters, ask for promotion support from a director, dean or department administrator
- Connect with UBC's Health, Wellbeing and Benefits team (Vancouver) or WRAP (Okanagan). They have a number of free presentations and workshops to compliment your mental health programming.

Contacts for Implementation

Canadian Mental Health Association:

UBC Vancouver: <http://www.cmha.bc.ca/types-programs-services/workplace/>

UBC Okanagan: <http://cmhakelowna.com/workshops/>

Shepell, UBC's Employee and Family Assistance Program:

Please contact UBC's Health and Wellbeing Associate: efap.info@ubc.ca for a full list of available training workshops.

Other program providers or organizations:

To be approved by the UBC Health Promotions Coordinator, prior to booking.

Please email Miranda.massie@ubc.ca