



## Healthy Workplace Initiatives Program

### Mental Health Training

Total Funding Awarded: as per your award notification email

UBC Human Resources  
604-822-8762  
[www.hr.ubc.ca/health](http://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 participants<sup>1</sup>
- 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.<sup>2</sup>

## 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
  - Morneau Shepell
  - MindwellU (Mindfulness Programs)
  - Mental Health Commission of Canada
  - sSMART UBC
- 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 Specialist.

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<sup>1</sup> 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).

<sup>2</sup> 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
- 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/>

### Morneau Shepell, UBC's Employee and Family Assistance Program:

- Please contact UBC's Health and Wellbeing Associate: [efap.info@ubc.ca](mailto:efap.info@ubc.ca) for a full list workshops.

### Mindfulness Programs through one of the following:

- Mindwell-U: <https://www.mindwellu.com/>
- sMART: <http://www.smartubc.ca/>
- The Calm Monkey: <https://www.thecalmmonkey.com/>

**Supplemental activity:** 30 Day Online Mindfulness Challenge (Free to UBC staff, faculty UBCV & UBCO)

<http://hr.ubc.ca/mindfulness>