



HR Services

Exploring Your Wellbeing

Technical Services Conference, July 2015

What is Wellbeing?

What is Wellbeing?

'**Wellbeing**' refers to 'feeling good' and 'functioning well' - both physically and emotionally

Employees who feel good and function well, thrive and develop

“Creating an environment to promote a state of contentment which allows an employee to flourish and achieve their full potential for the benefit of themselves and their organisation” (CIPD, 2007, p. 4)

What does it feel like to feel “well”?



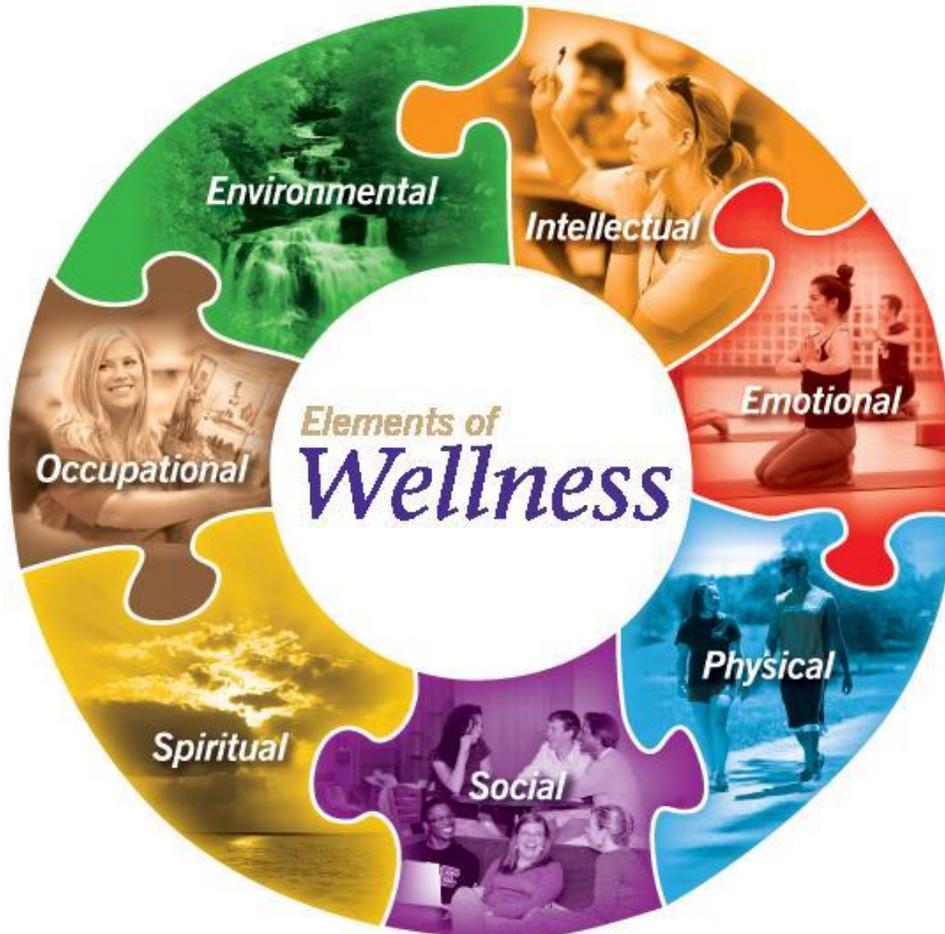
Pastoral Care and Welfare

- Show sensitivity to others who may need help or who are showing signs of distress
- Encourage and promote behaviour consistent with the University's values and standards
- Give pastoral care and guidance
- Refer individuals for professional support and advice if required
- Be aware of support networks available

Wellbeing

From a sample of 900 staff at the University of Exeter 59.5% of staff reported that they felt well or very well

The Elements of Wellbeing



The wellness wheel is comprised of several elements which can affect your wellbeing. When you perceive that each element is balanced you're at optimal wellbeing

The Elements of Wellbeing

- **Physical Wellness:** Your perception and expectation of physical health, which includes physical activity/exercise, nutrition, preventive care, drinking alcohol responsibly, and avoiding tobacco
- **Social Wellness:** Your perception of having support from family, friends, colleagues in times of need and providing valued support to others
- **Occupational Wellness:** Your outlook on your career and development

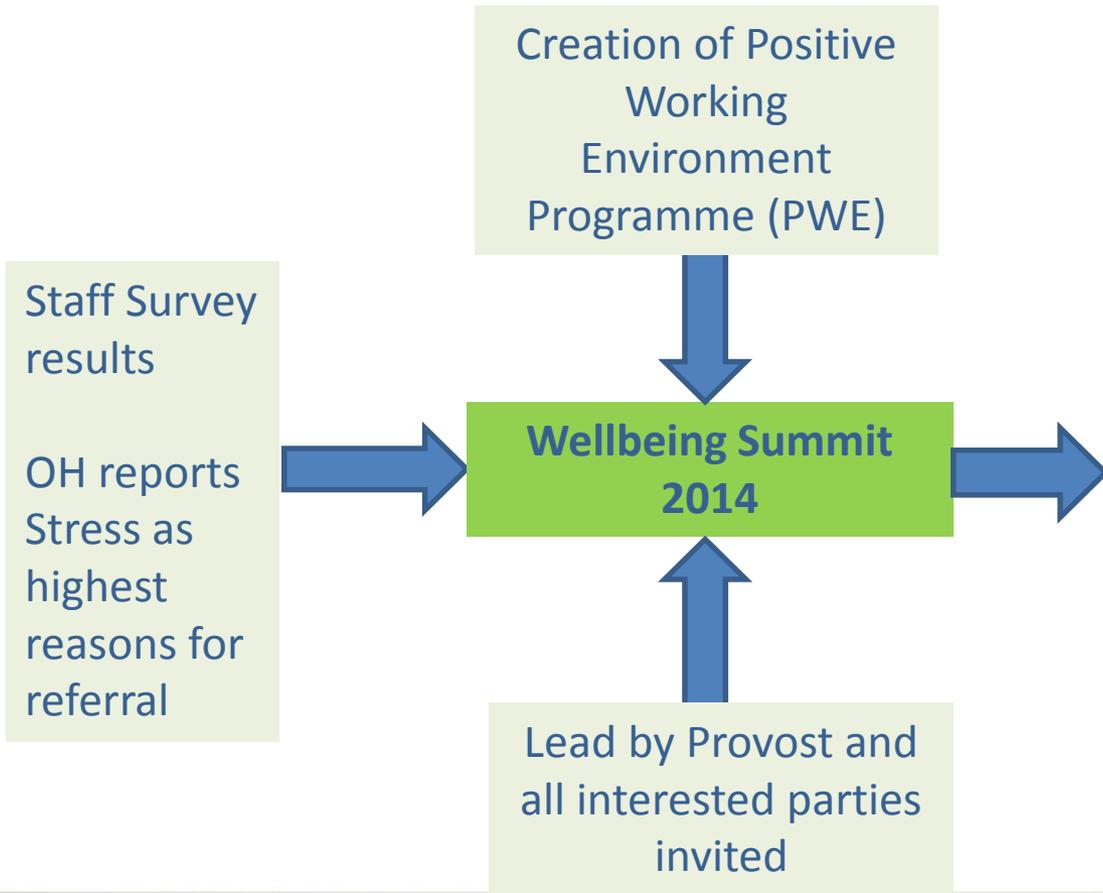
The Elements of Wellbeing

- **Intellectual Wellness:** The perception of feeling energised by an optimal amount of intellectually stimulating activity
- **Emotional Wellness:** Being emotionally well is more than just handling stress. It also involves being attentive to your thoughts, feelings, and behaviours, whether positive or negative. Having an optimistic approach to life; enjoying life despite its occasional disappointments and frustrations

The Elements of Wellbeing

- **Spiritual Wellness:** Your perception of meaning and purpose in life. Includes your values, religious and spiritual practice if desired, being open to different religions and cultures, volunteering, and taking time to personally reflect
- **Environmental Wellness:** The perception of the environment that you work and live in and realising the effect of our daily habits on the world around us

Creating the Wellbeing Programme



Wellbeing Group – To Do List 2014:

- Campus Wellbeing maps
- Induction to include wellbeing
- Wellbeing 'Self Assessment' tool – Robertson Cooper
- Annual calendar of events
- Staff Festival
- Role of Staff Association
- Role of Occupational Health
- Mindful Employers/Time to Change Pledges
- Wellbeing Standard
- Wellbeing Tools & Training
- Managers Training
- New Website with better info
- Employee Assistance Programme

Wellbeing Opportunities Available to You

Environmental Awards, champions, make use of campus grounds

Learning and Development courses, staff association clubs



Care First, Mindfulness, Tai Chi, Staff Association classes, stress / mental health courses

Sports, walks, spaces, nutrition, smoking cessation, clubs, coaches for personal fitness improvement or smaller acts; drinking more water

PDR's, personal development and career opportunities

Volunteering days, charity work, multi faith chaplaincy

Social events, team building days, lunch breaks, Staff Association clubs and activities

University Wellbeing Webpages

- Signs of stress
- Causes of stress
- Dealing with stress
- Stress risk assessment
- Care first
- Complementary therapies
- Wellbeing self-assessment
- Workplace wellbeing
- Equality and diversity
- Health and safety
- Occupational health service



Dealing with stress

At the University of Exeter we are committed to promoting and continually building a Positive Work Environment (PWE) which makes Exeter a great place to work; supporting all staff to thrive and enjoy the work we do.

We recognise that everyone is different and people's tolerance of stress varies. What is important is that we have the capability and support mechanisms to ensure you know where to go and what to do if you are having a stress reaction.

Our University vision is that if you seek support, you feel you have been listened to and the support you received works for you.

The [Managing Wellbeing standard](#) sets out how stress is managed in the workplace and there is information and training courses available for staff and supervisors/managers.

- What is stress?
- Ways to help
- Stress symptoms
- Guidance for managers
- Definitions of stress

Guidance for managers

Work is good for us and managing stress at an early stage will enable people to remain at work and remain healthy which has long term benefits to the employee and the University. Managing stress at an early stage will result in employees experiencing short term symptoms that are resolved by working with the manager to identify the trigger or "root cause" and putting appropriate and reasonable adjustments in place. Sometimes this can be straight forward, whereas in some cases this can take a longer time to achieve.

Three key steps to ensuring that managers and employees manage stress proactively are:

- **Recognise the issue** – understand the signs and symptoms of stress and learn to recognise it in oneself and in the team
- **Talk about it** – have regular 1:1's and support an open door policy so that the team can come to a manager at an

The Wellbeing Webpages contain specific sections for managers and links to all the tools

Managing Wellbeing Standard

http://www.exeter.ac.uk/staff/wellbeing/safety/guidance/managing_wellbeing/

Streatham Campus Wellbeing Map

EXPLORE YOUR
Route to a healthier
WORK LIFE BALANCE



The first
wealth is
Health!

**POSITIVE
WORKING
ENVIRONMENT**

- Bus stops
- Bike racks
- Showers
- Parking

Streatham Campus Wellbeing Map

Your route to a healthy work

UNIVERSITY OF
EXETER

UNIVERSITY OF EXETER
STAFF
association

KEY This map has been created to help you

..keep active

- Tennis Centre
- Golf Centre
- Trim Trail

- Outdoor Sports (Summer only)
- Other sports Pitches, Tennis, Football
- Walking routes
- Cricket pitches

..Take time out

- Garden and picnic areas
- Quiet areas
- Library

- Sculpture
- Northcott
- Alumni Association Film Club
- Bill Douglas

..connect

- Book Club
- Family Centre
- Exeter College

..Eat Well

- Great Hall Piazza (Serves market twice a month)
- Love Local Food mobile shop Tues/Thurs lunchtime

- Food and Drink
- 1 Kitchen Café (Devonshire House)
- 2 Kitchen Deli (Devonshire House)
- 3 La Touche (Baking Oven)
- 4 Spiras Café (Northcott Theatre)
- 5 Ram Bar (The Forum)

Wellbeing Opportunities Available to You

Robertson Cooper Snap Shot Self Assessment tool

Based on your answers the tool will:

- Assess your current level of wellbeing
- Identify your wellbeing age
- Identify your resilience
- Give you hints and tips on how to improve your wellbeing age (if you need it!)

900 University employees have used the tool so far

Your answers are confidential; only the big themes such as how many people report to be well/very well, how many report that they smoke, how many struggle to sleep. This data is used at the Wellbeing group to help guide the work of the group

Resources

Individual	Team	Manager	
*	*	*	RC wellbeing self assessment
*		*	Workplace pressures risk assessment
	*	*	Workplace team risk assessment
		*	Managing wellbeing: best practice
*	*	*	Mental Health Awareness
		*	Wellbeing: Building a resilient organisation
		*	Stress management competency indicator
*	*	*	Wellbeing website
*		*	HR Business Partner & Occupational Health
		*	PDR training
		*	Recruitment & Selection & Interview skills

Key: **Tools** **Courses** **Contacts**

Where to start!

- Identify the wellbeing element you would like to work on; you could use the snap shot tool to help with this
- Little things can make a big difference
 - Drink 5 glasses of water a day and cut down on coffee
 - Take a walk at lunch time
 - Tidy your desk / work area
 - Join a club

What will you pledge today
to improve your own
wellbeing?