



Toolkit for mental health & wellbeing

A workplace that supports good mental and physical health is a productive workplace. Our Wellbeing on Tap resources are here to help.

Mental health is about how we think, feel and act as we deal with life's ups and downs. The state of our mental health helps determine how we handle stress, relate to others, make decisions and go about our daily lives. As with our physical health, looking after our mental health is important at every stage of life. These Wellbeing on Tap resources focus on the five pillars of wellbeing, pictured below.



Nourish

Make healthy food choices



Sleep

Get enough rest and Zzzs



Active

Exercise and get outdoors



Mind

Relax... or learn how to!



Connect

Spend time on the things you love

Why talk about mental health at work?

1 in 5 New Zealanders will experience mental illness this year. Right now, you or someone in your workplace is likely to be affected. Nearly half of all New Zealanders are likely to experience a mental illness at some point in their lives, with depression and anxiety being the most common.

For this reason, it's essential that employers know how to have conversations about mental health with their employees and support them through tough times.

Many employers are reluctant to talk about mental health. It can feel too

personal, and they may be nervous about saying the wrong thing, or not having the answers or knowledge.

For employees living with a mental illness, it can be equally difficult. They may be worried their employer won't think them capable of doing their job, or that details of their mental health issue won't stay confidential.

This toolkit has been created with workplaces to support managers in having successful conversations, where both the employee's and employer's needs can be considered.

Benefits for your workplace

There are huge benefits to creating a workplace culture where it's OK to talk about mental health. Your employees are your greatest asset. Productivity will be higher if they feel confident, happy and engaged in their work. Opening up a dialogue about mental health in the workplace can result in:

- More positive mental health (less depression, stress, burnout)
- Better physical health
- Reduced absenteeism
- Lower staff turnover
- Improved work performance, motivation, commitment and energy
- Less tension and conflict, more connectedness, kindness, tolerance and patience.

NOTE: The information in this toolkit is for guidance only. The purpose of the material is to assist managers with practical tips to help understand and manage mental health in the workplace. These are guidelines only and should be considered alongside individual workplace policies and procedures and, of course, medical and specialist services.

Wellbeing on Tap toolkit acknowledgments

- 'Mental Health First Aid Manual', published by Mental Health First Aid Australia (MHFA) is referenced in the following Wellbeing on Tap resources: How to have a conversation about mental health; Active listening tips; How to identify someone who is struggling; What to do if someone is suicidal.
- www.mentalhealth.org.nz is referenced in: How to have a conversation about mental health; How to identify someone who is struggling
- The Mental Fitness Company is referenced in: How to have a conversation about mental health.