

# Workplace Strategies for Mental Health

Compliments of Canada Life

Workshop  
series



## Participant handout

Putting growth and development on the agenda:  
**creating awareness**



## Process

- **Review** psychologically safe discussions
- **Define** growth and development
- **Identify** your feedback preferences
- **List** areas for growth and development
- **Choose** actions that support growth and development
- **Prioritize** actions to recommend to senior leadership



## Psychologically safe discussions

- **Focus** on moving forward and not on the past
- **Offer** constructive suggestions for improvement
- **Discuss** ideas, not individuals
- **Give** everyone the chance to contribute

“A work environment where employees receive encouragement and support in the development of their interpersonal, emotional and job skills.”

**People in this type of work environment would be able to say:**

- I receive feedback at work that helps me grow and develop.
- My supervisor provides helpful feedback on my performance.
- My supervisor is open to my ideas for taking on new opportunities in the workplace.
- I have the opportunity to take on new challenges.
- My employer values employees' ongoing growth and development.
- I am given adequate time at work to participate in training.
- I am provided with the necessary training to perform well in my job.

# Feedback preferences

Name:

**Choose one from each of the following pairs as your preference:**

Tell me what I did wrong. For example: “The report numbers are inaccurate; they need to align with the February sales figures.”	Tell me what you want instead. For example: “Please adjust report numbers to align with the February sales figures.”
Give me the opportunity to restate your feedback so we’re both on the same page.	Assume I usually understand your feedback and I’ll ask for more information, if necessary.
Provide a lot of detail.	Provide less detail. I’ll ask for more if I need it.
Show appreciation for my efforts.	Only show appreciation for exceptional efforts.
Give feedback immediately.	Give feedback at a set time.
Feedback can be provided at any time including in group settings.	Feedback should only be given in private.
Tone of voice and body language matter.	Tone of voice and body language don’t matter.
I enjoy getting feedback.	Getting feedback can be stressful
I prefer to be told how.	I prefer to be shown how.
I prefer to correct my own errors.	I prefer someone to correct the error and share that with me.
I like to receive feedback in writing.	I appreciate having the feedback discussion first.

## Complete each of the following:

Feedback that demotivates me includes:

Feedback that helps me grow and develop includes:

[Workplace Strategies for Mental Health](#) recognizes that no one can give perfect feedback to everyone, every time. Sharing your preferences can help provide information to make this easier. Either party can remind the other of this information at the time of feedback.

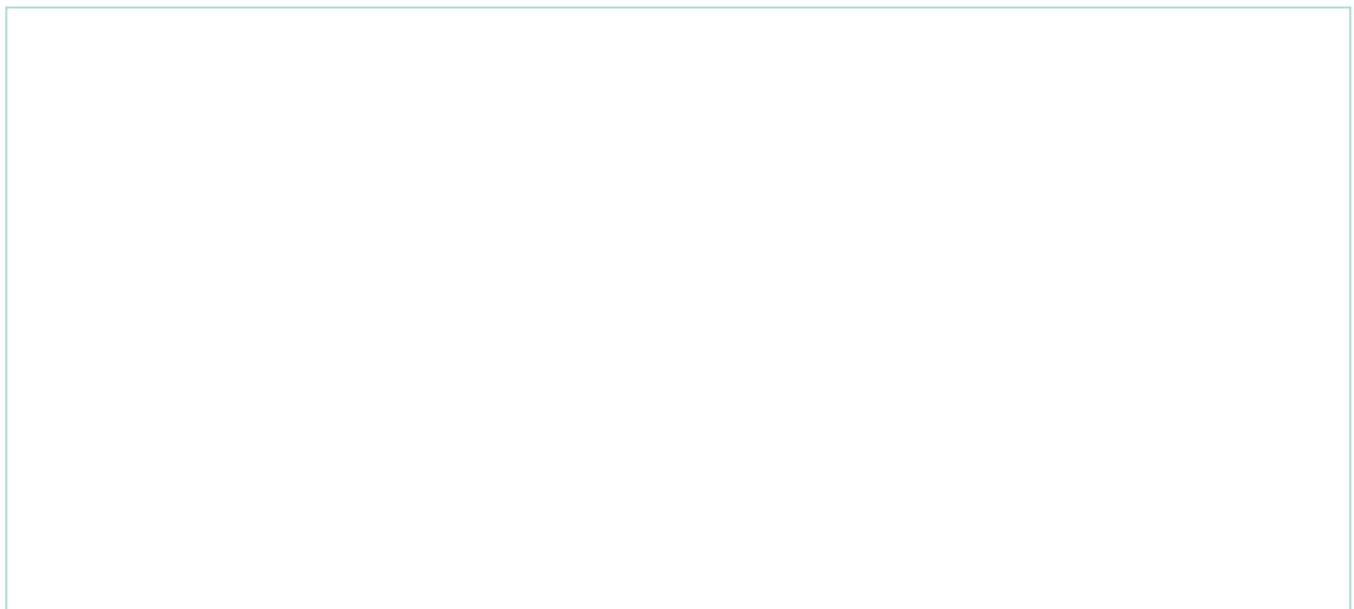
**Areas where I would like to grow and develop:**

- Skills
- Communication
- Leadership
- Performance
- Emotional intelligence
- Collaboration
- Innovation
- Ethics
- Knowledge



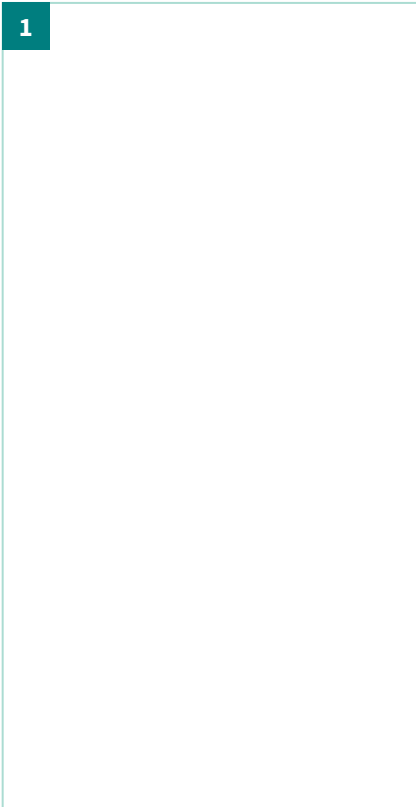
**Opportunities at work that could support my growth and development:**

These may include job shadowing, project work, team challenges and volunteer work.

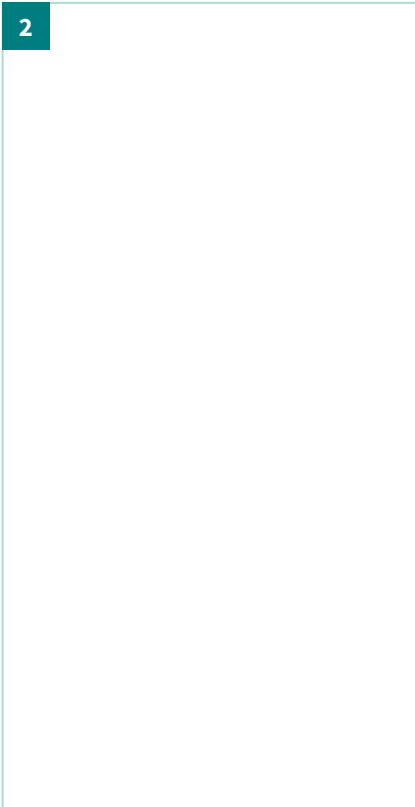


Our top 3 recommendations:

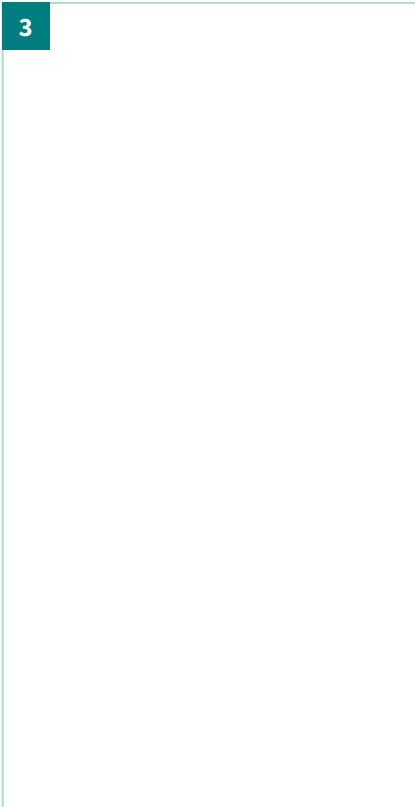
**1**



**2**



**3**



What will you do differently?

**What could you do differently to support growth and development in your own team?**



## Workplace Strategies for Mental Health

### Workplace Strategies for Mental Health resources are:

- For all employers, people leaders, employees and facilitators of workplace psychological health and safety
- Available in English and French
- Evidence- or practice-based
- Available to anyone at no cost



### Examples of the resources available at [clwsmh.com](https://clwsmh.com) include:

#### Being a mindful employee

Help employees understand their responsibility and opportunities to contribute to a mentally healthy workplace as described in the National Standard of Canada for Psychological Health and Safety.

#### Building stronger teams

Use this free, downloadable workbook to help build team resilience. You can complete many of the activities in less than 15 minutes.

#### Indigenous teachings at work

Indigenous elders and professionals helped to adapt the Seven Sacred Teachings and the Medicine Wheel to benefit your workplace culture and all employees.

#### Leadership development

Improve the comfort and effectiveness in resolving workplace issues to enhance psychological health and safety for all. These resources can help.

#### Personal development

These activities can help develop your emotional intelligence, including monitoring your impact on others, managing your stress and responding more effectively to others.

#### Plan for resilience

Use this resource to help improve your ability to bounce back if faced with a health, personal or work crisis. It will help you identify effective strategies and resources to draw on when needed.

#### Retiring well

Answer these questions to help you plan for a healthy and successful retirement. This isn't about finances. It's about creating purpose and community in your life.

#### Supporting employee success

Use this free tool to help employers help an employee create and follow a workplace plan that addresses performance and workplace stressors.

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All Workplace Strategies resources are available to anyone at no cost, compliments of Canada Life. To learn more, visit [clwsmh.com](https://clwsmh.com).

