

HEALTHY WORKPLACE INITIATIVE FUND PROGRAM

MENTAL HEALTH TRAINING

THE BENEFITS OF WORKPLACE WORKPLACE MENTAL HEALTH TRAINING

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.

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

KEY CONTACTS

Truelove Twumasi
Workplace Wellbeing Programs Specialist
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Canadian Mental Health Association:

- [CMHA Vancouver](#)
- [CMHA Okanagan](#)

Not Myself Today (NMT) initiative
Telus Health

- Contact [Workplace Learning Solutions](#) to book workshops
- Workplace Learning Solutions require 4 weeks' notice to book a workshop
- Please contact UBC's Health and Wellbeing Associate: efap.info@ubc.ca for assistance



Implementing your Mental Health Training



- 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.
- Survey participants to determine the preferred time for these activities
- 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.

Important considerations

- Mental health literacy training requires a significant time commitment to participate; it's imperative to connect with your senior leaders
- Connect with the Workplaces Wellbeing for ongoing support beyond the training
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HOW THE FUNDS BE CAN USED

Funds can be used for:

Facilitator fees for mental health training or education programs from one of the following organizations:

- [Not Myself Today \(NMT\) initiative](#)
- [Mental Health First Aid](#)
- [Mental Health Commission of Canada](#)
- [The Working Mind](#)
- [Telus Health Workshops](#)
- Instructor or facilitator fees
- Workshop costs
- Room rental fees
- Training material costs
- Catering (up to a maximum of \$200)
- Mental Health Apps (up to \$500)
- Training group with a minimum of 10 participants

*All equipment purchased must remain the property of the hosting department/unit

Funds cannot be used for:

- hiring of faculty/staff as instructors, to coordinate or support the program
- A facilitator for mental health training or education programs from an organization other than those listed above must be approved by the Workplace Wellbeing Programs Specialist.
- The purchase of gift cards or certificates of any denomination
- Charitable donations