

HEALTHY WORKPLACE INITIATIVE FUND PROGRAM

TEAM HEALTH CHALLENGE



YOUR ROLE

By implementing a health challenge you are demonstrating a commitment to wellbeing in your workplace. You are taking an active role in creating healthy and sustainable communities at UBC.

KEY CONTACTS

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THE BENEFITS OF WORKPLACE TEAM HEALTH CHALLENGE

- Health challenges that incorporate physical activity have shown positive effects on exercise levels, overall health, burnout, and job satisfaction.
- Team-based challenges have been proven as very effective methods of creating healthier people and healthier workplaces.
- Participants who take part in health challenges report higher levels of willingness to improve lifestyle behaviours and a greater self-reported quality of life.

What you need to run a team health challenge

- Promotional posters/emails
- Participant information package
- Tracking sheets
- individual tracking sheet
- Coordinator tracking sheet
- Tracking sheet
- Motivational tips
- Pre-survey / Post survey
- Host a kick-off and or wrap up the event



Running your Team Health Challenge



HOW THE FUNDS BE CAN USED

Funds can be used for:

- Food, catering, cooking classes, food and nutrition-related apps (not to exceed \$500)
- Prizes, incentives, or trophies (to not exceed \$500)
- Promotional material (to not exceed \$100)
- Small equipment purchases, includes pedometers but excludes Fitbit/jawbones fitness tracker (to not exceed \$300) *
- Transportation/mileage (to not exceed \$200)
- Room rental fees
- Instructor or facilitator fees
- Workshop costs
- Kick-off/wrap-up event (food/catering cost to not exceed \$300 combined)

All equipment purchased (including pedometers) must remain the property of the hosting department/unit. They must be returned and accounted for at the end of 1 year and cannot remain in possession of individuals

Funds cannot be used for:

- Operational expenses
- The hiring of UBC faculty/staff as an instructor, to coordinate or support the program
- Items that fall within the responsibility of the department to provide
- Renovations, furniture, artwork, or special equipment purchases
- Individual monetary reimbursements for gym memberships/fitness classes/entry fees
- Charitable donations in either an employee's name or the department's name
- The purchase of Stereo or electronic equipment, Fitbits or other fitness-tracking devices
- Gift cards or certificates of any denomination
- Small kitchen appliances
- Weight loss challenges are discouraged as some changes to achieve weight loss may not be healthy or sustainable, the intention of the challenges is to learn how to sustain healthy habits and if weight loss challenges are not successful can lead to feelings of guilt or failure

Running a team health challenge



Before

Pick an activity: Survey potential participants to determine preferences for activities to maximize participation

- Stair Challenge
- Step/walking challenge
- healthy eating challenge
- Small changes challenge
- mindfulness challenge
- Financial Wellbeing Challenge
- Better sleep challenge

Decide on how long the challenge should be Options for implementation:

- Run each challenge separately for 4-6 weeks over one year
- Run more than one challenge at once (e.g., healthy eating and water) for 4-6 weeks, followed by a break, and then rerun it. Participants can try and beat their scores.
- Run the challenges in teams or for individuals. Alternately, people could track both, and prizing can be awarded based on team points and individual points

Promote the challenge and recruit participants

- Talk with your manager or workplace leader about the leader and ask them to participate, their participation can boost the interest and motivation of team members to join the challenge. They can also support by sending out an email and encouraging people to participate
- Send participants their information package
 - Provide an overview of the challenge
 - How to earn and track points
 - Tracking sheet

Team Health Challenge



UBC RECREATION INSTRUCTOR INFORMATION

UBC Recreation (UBC Rec) provides virtual and in-person classes in their or your department's spaces. All UBC Recreation instructors are certified and covered by UBC Recreation's insurance. Waivers, attendance sheets, and online registration options are provided.

UBC Rec will provide an instructor to facilitate any class at an agreed-upon rate, payable by journal voucher (JV) transfer. UBC Rec is responsible for the instructor and waivers to ensure liability coverage. The instructor is paid through UBC Rec.

- UBC Rec can also provide a registration link to allow participants to register at no cost enabling easier administration and a UBC Recontact person for questions.
- UBC Rec can provide two levels of instructors:
 - Instructors, who are currently instructing for UBC Rec, are considered employees of the University and are in good standing.
 - Instructors currently on contract with UBC Rec to instruct their programming and those in good standing.

Possible Yoga/fitness classes:

- boot Camps (Beginner, HIIT, Strength, Cardio)
- Yoga (Hatha, Flow, Yin, Power)
- mobility/Stretching/Office Yoga classes
- Spin Classes (Endurance, Power, Express)

Niche Classes

- pilates
- Barre Fitness
- Zumba or Latin Funk Dance
- Common Dance Classes (Hip Hop, K-Pop, Burlesque)
- Kickboxing (Martial Arts focus or cardio focus)

Running a team health challenge



Start the challenge!

- Track weekly progress
- Motivating participants
 - Consider creating a Slack or team channel to keep teams and individuals motivated by sending pictures, sharing achievements
 - Set up a weekly meeting over lunch where participants can share stories, tips, success
 - Keep participants up to date to fuel healthy competition and engagement, you can point to team or individuals if you have consent

After the challenge

- Send out post-survey
- celebrate your achievements- recognize everyone who participated in the challenge towards taking steps to improve their wellbeing
- Consider including spirit awards, awards for sticking with the challenge the whole way, awards for most improved, etc....

Best Practices and Additional Resources

- [Healthy UBC's Pick Your Peak Stair Challenge toolkit](#): Information and details that can be used to run your own!
- [UBC's Walk for Joy](#): 9-week walking program
- [Eat well- be well challenge](#)
- [Small changes challenge](#)
- [Physical activity at work](#)
- [Move Crew\(UBCV\)](#): Looking for a stretch break to add to a long meeting or retreat? Want an enthusiastic guide for a team walk? Book the Move Crew for free!