**Managing 5-ways for Team Wellbeing**

Look at the concepts below and tick the things you and/or your team are already doing in each area. Rate yourself and/or your team then commit to encouraging action in at least one area, for yourself and your team.

1. **CONNECT**…. 2. **BE** **ACTIVE**…. 3. **TAKE** **NOTICE**….. 4. **KEEP LEARNING**….. 5. **GIVE** …..

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| **CONNECT**  | **What do I already do?** [ ]  Eat lunch with others[ ]  Attend afternoon teas, social drinks or employee interest groups [ ] De-brief with colleagues when feeling stressed[ ]  Check in with others during times of increased stress or change[ ] Take time each day to be with family or friends[ ]  Arrange outings with friends you haven't seen for a while[ ]  Switch off the TV and play a game with the children/friends, or just talk[ ]  Make the effort to phone people[ ]  Take time to speak to new people[ ]  Skype or FaceTime to stay in touch with friends and family[ ]  Other Click or tap here to enter text. |
| Crying face with no fillSmiling face with no fill**How would I rate myself?** [ ]  1 [ ]  2 [ ]  3 [ ]  4 [ ]  5 |
| **My plan to connect more is:** Click or tap here to enter text. |
| **BE ACTIVE** | **What do I already do?** [ ]  Exercise moderately 3 times a week for 30 – 60 minutes each time[ ]  Walking meetings[ ]  When stressed take a short walk outside[ ]  Walk over and talk to a colleague in person rather than phone or email[ ]  Organise a sporting match or tournament at work[ ]  Take the stairs rather than the lift[ ]  Cycle or walk to work[ ]  Other Click or tap here to enter text. |
| Crying face with no fillSmiling face with no fill**How would I rate myself?** [ ]  1 [ ]  2 [ ]  3 [ ]  4 [ ]  5 |
| **My plan to be more active is:** Click or tap here to enter text. |

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| **TAKE NOTICE** | **What do I already do?** [ ]  Try not to dwell on what just happened or plan excessively for what’s coming up[ ]  Focus on the here and now[ ]  Focus on your breathing, sounds or sensations to ground yourself in the moment[ ]  Use apps to learn/practice mindfulness e.g. smiling mind[ ]  Have a regular time to practice mindfulness e.g. journey to work or a walk at lunchtime[ ]  Try new things, sit in a different seat in meetings or go somewhere new for lunch[ ]  Yoga, meditation, tai-chi[ ]  Other Click or tap here to enter text. |
| Smiling face with no fillCrying face with no fill**How would I rate myself?** [ ]  1 [ ]  2 [ ]  3 [ ]  4 [ ]  5  |
| **My plan to take notice more is:** Click or tap here to enter text. |
| **KEEP LEARNING**  | **What do I already do?** [ ]  Take on a new role or responsibility at work[ ]  Develop new interests[ ]  Take a class or a course[ ]  Learn to cook a favourite dish[ ]  Visit a gallery or museum and learn about a person or time in history that interests you[ ]  Set yourself a DIY project (there are lots of free video tutorials online)[ ]  Other Click or tap here to enter text. |
| Smiling face with no fillCrying face with no fill**How would I rate myself?** [ ]  1 [ ]  2 [ ]  3 [ ]  4 [ ]  5  |
| **My plan to keep learning is:** Click or tap here to enter text. |
| **GIVE** | **What do I already do?** Join a community group or volunteer[ ]  Give gifts of time, do small acts of kindness, help others[ ]  Notice when colleagues do good things[ ]  Encourage a culture where everyone’s contribution is recognised and valued[ ]  Join national campaigns and work with colleagues to fundraise and contribute[ ]  Say thank you to someone, for something they’ve done for you[ ]  Phone a relative or friend who needs support or company[ ]  Ask a colleague how they are and really listen to the answer[ ]  Sign up to a mentoring project[ ]  OtherClick or tap here to enter text. |
| Smiling face with no fillCrying face with no fill**How would I rate myself?** [ ]  1 [ ]  2 [ ]  3 [ ]  4 [ ]  5  |
| **My plan to give more is:** Click or tap here to enter text. |