



Supporting Healthy,
Resilient Workplaces



Mindful Manager

A decorative graphic in the bottom left corner consisting of a vertical pink line and a semi-circle filled with diagonal green lines.

action
mental
health





The aim of the Mindful Manager course is to give managers, supervisors and team leaders the tools required to identify issues staff may be having in the workplace and facilitate a solution before issues cause significant loss of productivity or absenteeism. This course can be a full or half day.

This course will include:

Understanding Common Mental Health Issues

- You will learn about the signs and symptoms of the most common mental health issues and disorders
- Identify the risk factors and triggers associated with these
- Understand the prevalence of common mental health conditions and the personal cost to those affected by mental ill-health

Setting the scene – the business case

- Examine the impact that mental health issues has on business and the organisation including staff absence rates, presenteeism, performance deficits and economic loss.

Introduction to the Mindful Manager Model

- This model will give managers the process to follow to ensure consistency and fairness to all staff presenting with mental health issues and how to promote mental health and well-being

Managing mental ill-health amongst employees and the difficult conversation

- Learn how to talk about mental health with individuals who have approached you or who you have approached
- Do's and don'ts for this conversation
- Identify reasonable adjustments and how those may help
- Identify signposts and supports for individuals with mental health issues
- Duty of care – staying mentally healthy
- Discuss and examine the tools and supports required to enable you to look after your own health and well-being to enable you to support others.

This course will not:

- Enable you to diagnose people
- Make you a counsellor or enable you to counsel people

Learner requirements: None

Time scale: 3.5 hours

Group numbers: 8-20

This course will incorporate a mix of slides and audience participation coupled with group work and exercises.

Course Expectations:

- Everything shared in this course is confidential
- All participants will show respect to others
- All participants are interested in helping others with mental health problems
- All participants are interested in helping others look after their mental and emotional wellbeing.

Whilst this course does not contain any distressing content, the subject matter may provoke an emotional response for some participants. All participants are supported to engage with the training and the trainer is equipped to offer signposting/further support information as required at every session. If you have any concerns these can be discussed prior to any training delivery.

[Find out more about our programmes here.](#)

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