



inConfidence[®]

Employee & Family Assistance Program

Promoting Employee Well-Being

How inConfidence Supports Managers in Fostering a Psychologically-Healthy Workplace

As a people manager, you're in a challenging dual role: It's your duty to promote productivity and monitor the performance of your team, but it's also your responsibility to champion work-life balance and reduce the risks of harm in the workplace.

Are you aware that prevention works to support mental health? Would you recognize the signs of an emerging mental health problem? Do you feel confident that you could help an employee who says she's overloaded or experiencing a stressful personal issue?

Whether you're worried that you're seeing signs of stress in your team, attempting to support a struggling employee, or you're seeking tools to help you lead more effectively, you can contact **inConfidence**, your Employee and Family Assistance Program (EFAP) and work-life/wellness resource, any time, 24/7. Speak confidentially with a professional consultant who can provide guidance and support, and:

- Point you to **articles and resources** to meet the particular needs of managers
- Guide you in **sharing information about inConfidence**, and how it can help with both everyday issues and complex challenges
- Refer you to a **management consultant** for specialized guidance
- **Coach you in approaching an employee** whose performance is declining, or who is demonstrating observable behaviours
- Recommend small, but effective, changes to **improve work/life balance**
- Help you **distinguish between positive and negative stress**, and learn strategies to manage unhealthy stress among team members
- Teach you to **manage conflict and build team members' resilience** and coping skills so you're able to overcome challenges together with confidence
- Help you **set a positive, healthy lifestyle example**

Access articles -- many of which we've developed just for managers -- including:

- [How to Use the EFAP](#)
- [How to Refer an Employee to the EFAP](#)
- [Succeeding as a Manager: 5 Ways to Build a Resilient Team](#)
- [Helping Employees Balance Work & Family](#)
- [Building Team Resilience by Effectively Managing Workload](#)
- [How to Help Employees Feel Less Overloaded](#)
- [Ways to Support Employees Who May Be Overloaded or Under Stress](#)
- [Taking Care of the People You Manage](#)
- [Managing People Conflicts](#)
- [Recognizing and Dealing with Depression in the Workplace](#)

Here are just some of the many ways that people managers can leverage inConfidence:

- 1) **Log in to your secure program website at www.myinconfidence.ca** to become familiar with its structure and range of content. Access information about featured services, as well as articles and educational materials, to recommend to your team members or promote at team meetings, such as:
 - **[Depression Centre](#)**: Personalized, interactive tools designed to help people deal with depression. Developed by clinical and scientific experts, the Depression Centre offers information and research-based support to help you and your loved ones understand depression and ways to improve the related symptoms. The Centre also includes online community support, mood assessment and trackers, as well as a 16-session Cognitive-Behavioural Therapy (CBT) program.
 - **[Understanding Stress/Increasing Resiliency](#)**: Web-based learning tutorial to help you understand and manage your stress more effectively. This interactive learning tool will help you identify your day-to-day stressors and become more knowledgeable in dealing with them.
 - **[Naturopathic Services](#)**: Supportive, educational telephonic coaching from qualified, licensed Naturopathic Doctors. Learn ways to restore and maintain your optimum health through well-studied nutritional and lifestyle changes that support your body's ability to heal. Includes eight individual naturopathic coaching programs, one of which is "Reduce Stress and Boost Energy".
 - **Articles, podcasts, and CDs:**
 - Articles: [Quick Facts About Depression](#), [Anxiety Disorders](#), [Bipolar Disorder](#), [Stress and Depression at Work](#), [Practicing Mindfulness](#)
 - Podcasts, including: [Pillars of Happiness](#), [Motivation](#), [Simplifying Your Life](#), [Depression](#), [Steps to a Healthier You](#), [Overcoming Anxiety](#)
 - CDs/audio recordings, such as: [Fitting Work + Life Together](#), [Breathe – Managing Stress](#), [Simplify](#), [Sleep Well](#), [Optimizing Your Day](#)
- 2) **Access tools available through inConfidence to build your manager competencies:**
 - Podcasts, including: [Need Help with a People Problem?](#), [Managing Difficult Employees](#), [Managing Workload](#), [Managing Performance Issues](#), [Keeping Your Team Resilient](#)
 - Booklets: [Building Trust](#), [Working Through Times of Change](#), [10 Ways to Overcome Overload](#)
 - CDs/audio recordings: [Navigating Workplace Change](#)

We're here for managers, 24/7.

Contact inConfidence toll-free:

TTY: 1-877-371-9978

www.myinconfidence.ca

(Username: _____ ; Password: _____)

