



SUPPORTING FACULTY AND STAFF WELLNESS

A Toolkit for Supervisors, Managers, and Directors

Know your health and wellness resources and share with your staff.

Supervisors, managers, and directors are uniquely positioned to help create a safe and healthy work environment by creating a culture of wellness within their departments and for supporting staff who want to achieve and maintain healthy lifestyles.

- **Syracuse University Wellness Initiative** provides learning opportunities, activities, programs, and other resources needed to empower and encourage Syracuse University faculty and staff to make choices and changes that lead to a balanced and healthy lifestyle. Learn more and subscribe to our mailing list at wellness.syr.edu.
- **Healthy Monday Syracuse** is part of a national initiative to help end chronic preventable diseases by offering weekly prompts and programs to support people and organizations in starting and sustaining healthy behaviors. Healthy Monday supports wellness programs on campus related to physical activity, healthy eating, and emotional well-being, every Monday and all week long! Healthy Monday Syracuse is an initiative of the Lerner Center for Public Health Promotion at the Maxwell School of Citizenship and Public Affairs. Learn more and sign up for a weekly e-newsletter at healthymonday.syr.edu.
- **Syracuse University Recreation Services** offers many comprehensive and accessible recreational opportunities. Students, faculty, and staff with a current SU ID are encouraged to take advantage of the six on-campus fitness centers and several other facilities that promote health and wellness to the SU community. Learn more at recreationsservices.syr.edu.
- **Hendricks Chapel** is the diverse religious, spiritual, ethical, and cultural heart of Syracuse University, connecting people of all faiths and beliefs through active engagement, mutual dialogue, reflective spirituality, responsible leadership, and a rigorous commitment to social justice. Many meditation opportunities are available to faculty and staff each week.
Meditation Schedule at Hendricks Chapel is brought to you by Healthy Monday and Hendricks Chapel. Learn more about **Hendricks Chapel** at hendricks.syr.edu.
- **Fire and Life Safety Services Department** provides quality services in ergonomics to effectively assist the Syracuse University workforce in increasing comfort and safety on the job, increasing productivity and job satisfaction, and reducing overall occupational injuries. Ergonomic interventions allow employees to work safely and comfortably while reducing injuries. There is no fee for a consultation/evaluation. To request an ergonomic consultation/evaluation of your workstation, contact department manager John Rossiter at jarossit@syr.edu or **315.443.5475**.

- **Faculty and Staff Assistance Program** offers free, confidential, professional consultation and assistance to help eligible faculty, staff, and their families resolve difficulties that can affect their personal lives or job performance. Syracuse University partners with Carebridge to provide comprehensive services. Independent, confidential counseling and crisis intervention are available 24 hours a day, 7 days a week, 365 days a year. A clinician answers every call.

Carebridge offers:

- Six independent, confidential, free, in-person or phone counseling sessions
- Unlimited telephonic consultation support for managers and supervisors
- Comprehensive work-life resources

To learn more, call Carebridge at 800.437.0911 or visit wellness.syr.edu. For online Carebridge services, log on to myliferesource.com. Your access code is **WY6CE**.

Create a wellness culture in your department or area.

- Identify a Wellness Champion for your department. Syracuse University Wellness Champions are volunteer staff or faculty who play a vital role in communicating about health and wellness programs and opportunities, as well as help to create a culture of wellness. Learn more about the **Wellness Champion Network** at wellness.syr.edu/wellness-champion-network.
- Incorporate the **Eat, Meet, and Move Well Healthy Meeting Guidelines** when planning departmental meetings, celebrations, and events. Learn more at wellness.syr.edu/eatmeetmovewell.
- Consider ordering fresh whole fruit (or another healthy snack) as a treat for your staff once a month.
- Put wellness on your staff meeting agendas. Take five minutes at the beginning of the meeting to allow your Wellness Champion to communicate upcoming wellness programming and events, or announce them yourself to show support for the health and well-being of your staff.
- Make sure your staff is aware of where to find wellness resources available to them as Syracuse University employees. Encourage staff to subscribe to the wellness email list; register online at wellness.syr.edu.

Support staff to achieve and maintain a healthy lifestyle.

- Include campus wellness programs/resources in your orientation of new employees.
- Encourage and support staff to take advantage of the wellness programs/opportunities available on campus.
- Invite a member of the Syracuse University Wellness Initiative to a staff meeting to talk about the wellness opportunities on campus.
- Work with your Wellness Champion to make a plan supporting healthy lifestyles for you and your staff.

Already supporting wellness within your department?
Share your ideas, pictures, and successes with us!
Contact us at wellness@syr.edu.

Brought to you by the Syracuse University Wellness Initiative.

wellness.syr.edu

embody
 Syracuse University Wellness Initiative