

Health and Wellness at Work Workshop

Course Duration 1 Day

Increasing ones happiness can be done through the power of positive thinking. That is one skill that this work shop will touch on to teach your participants how to be happier. Happiness will spread throughout your organization, and have a positive effect on everyone.

With our Increasing Your Happiness workshop your participants will engage in unique and helpful ways to increase their happiness. This will have a robust effect on their professional and personal lives. It will improve their communication skills, increase productivity, and lesson absenteeism.

Course Objectives

At the end of the course participants will be able to:

- Discuss how planning ahead cultivates workplace happiness
- Create a nightly routine and daily plan
- Relate more effectively to others in the workplace
- Understand how the workspace environment impacts happiness
- Think more positively
- Take actions that will create greater workplace happiness

Course Outline

Plan Ahead for Happiness

Have a Nightly Routine
Get at Least 8 Hours of Sleep

Wake Up Early Enough for Some "Me" Time
Give Yourself Time to Arrive at Work Early

Plan Your Day

Arrive 10-15 Minutes Early
Check for Action Items
Create a To-Do List for the Day
Build in Breaks

Relate to Others

Greet Your Colleagues
Smile! Fake It If You Have To!
Build Your Support Team
Take Time to Socialize

Go to Your Happy (Work) Space

Create a Workspace That Makes You Happy

Clear the Clutter
Bring in Personal Touches
Add Some Green!

Accentuate the Positive

Use a Daily Affirmation
Surround Yourself with Positive People
Limit Your Negative Interactions
Build Friendships

Use Your Benefits

Use Your Vacation and Paid Time Off!
Gym or Health Club Memberships
Employee Assistance Programs
Explore Other Benefits

Take Control of Your Career Happiness

Take Control of Your Professional Development
Seek Frequent Feedback

Practice Professional Courage
Seek Mentoring and Seek to Mentor Others

Set Boundaries

Learn to Say No
Learn to Say Yes
Protect Your Downtime
Know When to Call It a Day

Practice Positivity

Keep Your Interactions Positive
Practice Gratitude
Address Conflict and Misunderstandings Directly
Look for the Silver Lining

Choose to Be Happy

Happiness is a Choice
Choose Your Stress Response
Do One Thing Every Day That you Love and Enjoy
Seek to Make Positive Changes