COVID-19 Wellbeing Framework

	Everyone	Peer Supporters / Wellbeing Champions onsite	Supervisors / Managers / Executives
Wellbeing Culture and Leadership	• Follow the rules and advice provided by Australian Government and Company • Speak up if you are concerned or require support for yourself or a colleague • Stay connected with friends, family and colleagues • Get virtually involved with your team • Invest time to take care of your wellbeing	• Encourage people to follow rules and advice provided by Australian Government and Company • Check in with your colleagues and make sure they are supported • Promote proactive wellbeing • Participate in available training and coaching to upskill	• Engage your teams, communicate and verify they understand and are following Australian Government and Company requirements • Ensure time and resources for the workforce to proactively manage their wellbeing • Check in with team and workforce to ensure they feel supported. Encourage people to raise concerns, emphasising confidentiality. • Promote proactive wellbeing • Participate in available training to upskill
Promote Wellbeing	• Develop a Personal Wellbeing Plan adapted to your working environment and the changes within your home environment • Use the resources available to help in maintaining your wellbeing	• Stay connected with colleagues and check-in regularly • Encourage colleagues to develop wellbeing plans and complete daily activities to keep well • Promote use of wellbeing resources	• Ensure specific 'onsite' resources and support (i.e. peer supporters, buddies, wellbeing champions, etc.) is provided, complemented by appropriate medical professionals • Stay connected and check-in regularly with your team, encouraging your team to look out for each other • Encourage your people to develop wellbeing plans and complete daily activities to keep well • Promote use of wellbeing resources • Share ways you are looking after your wellbeing
Protect Mental Health	• Participate in pre-start mental health and wellbeing conversations and activities • Share personal experiences and encourage others to do the same • Utilise as necessary, wellbeing resources and support services, i.e. Employee Assistance Provider (EAP)	• Encourage people to proactively access the support services • Listen to the challenges of colleagues to understand their concerns • Feedback any key emerging themes to improve any mental health and wellbeing programs (always maintain confidentiality to ensure individuals are not identifiable)	• Communicate openly with team about mental health risk factors related to roster and operating changes • Facilitate pre-start mental health and wellbeing conversations and activities • Encourage the team to speak up to raise any concerns so action can be taken • Support discussions that remove the stigma associated with mental health, encouraging people to share experiences • Promote the use of wellbeing resources and support services to your team
Support People	• Seek support if needed • Call EAP, available 24/7 • Talk to colleagues / line manager / peer supporter or wellbeing champion on site • Speak up if you see a colleague in need of support	• Complete Company specific Mental Health and Wellbeing training • Seek additional coaching, if required, to consolidate skills and competency • Provide support to people if they need it and refer to professional services, when required	• Complete Company specific Mental Health and Wellbeing training targeted at leaders • Seek additional coaching, if required, to consolidate skills and competency • Provide support to people if they need it and refer to professional services, when required