



*Your partner in
building the backbone of*

MENTAL HEALTH AND WELLBEING

— IN THE WORKPLACE —

**ORGANISATIONAL DEVELOPMENT
SERVICES**

WE OFFER A RANGE OF **ORGANISATIONAL DEVELOPMENT SERVICES** ACROSS A BROAD SPECTRUM OF TOPICS INCLUDING:

- + Becoming a Corporate Athlete
- + Mental Toughness for High Performance
- + Enhancing Relationships at Work
- + Managing Mental Health Issues in your Team
- + Managing Difficult Behaviour and Conversations
- + Managing Misunderstandings and Conflict
- + Understanding and implementing LGBTI inclusion
- + Managing Change Effectively
- + Creating a Positive Workplace
- + The Modern Family
- + Managing Parenting and Work
- + Parenting – The Good, the Bad, & the...
- + Maintaining Healthy Relationships
- + Unhealthy Relationships and Domestic Violence
- + Mental Health in the Workplace
- + Building Resilience
- + Stress Busters
- + Mindful Living
- + Drug and Alcohol Awareness
- + Better Sleep with Switching Off Skills

We take a *systematic* approach to Organisational Development

We offer our services to:



INDIVIDUALS



LEADERS



TEAMS

By means of:



**INDIVIDUAL
WORKSHOPS &
TRAINING**



**LEADER
WORKSHOPS &
TRAINING**



CONSULTATION

We offer these topics through *one hour* introductory sessions, *half day* skills deepening workshops and comprehensive *full day* training programs.

Whether your goal is to raise awareness, build foundational skills or extensively develop your employees or managers, we have a product and delivery approach to match.

IN FOCUS SESSIONS*

A series of one (1) hour off the shelf topical awareness sessions designed to introduce employees and leaders to current workplace and work life issues focusing on mental health and wellbeing. These sessions target five key areas including performance, culture, leadership, wellbeing, and family. Providing employees with introductory knowledge and tips, the In-Focus Sessions will also highlight the referral options available to leaders and employees through the EAP and other services.

IN DEPTH SESSIONS*

A series of two (2) and three (3) hour off the shelf or bespoke training sessions designed to extend beyond the general awareness raising of our In-Focus Sessions, and achieve enhanced skills and behavioural change. Each In-Depth session provides an opportunity for employees and leaders to increase their knowledge and confidence relating to a number of current workplace and work life issues. The In-Depth Sessions focus heavily on the use of practical skills to increase employee and leader capability and confidence.

MASTER CLASS WORKSHOP*

A series of full day off the shelf or bespoke workshops designed to offer comprehensive training in the areas of performance, culture, leadership, wellbeing and mental health. Each Master Class session is designed to build the knowledge, skills and confidence of employees and leaders while focussing heavily on challenging participants thinking and problem solving styles. The overall goal of the Master Class Workshop Series is to equip employees and leaders with the knowledge and skills to influence sustainable transformation in the workplace. Participants are provided with take-away materials that support their on-going personal learning including knowledge transfer. Case studies play a key part in these sessions to ensure participants are able to apply the knowledge gained.

*NOTE maximum of 20 employees per session. Pre-approval and additional charges apply for attendees above this number

Specialist Services



CONFLICT MANAGEMENT AND MEDIATION

The Conflict Management and Mediation service helps leaders review and address problematic workplace interactions. This can include bullying, harassment and interpersonal conflict and performance issues. Our Conflict and Mediation Service is tailored to the organisation's needs with an overall goal to both resolve conflict and highlight any systemic issues.



CAREER TRANSITION

Our Career Transition Service includes one-on-one, confidential career coaching customised to the individual and their specific phase of life or needs. This service is provided under one of three packages, Bronze (4 x 1 hours), Silver (6 x 1 hours) or Gold (8 x 1 hours).



EMPLOYEE/LEADER COACHING

Employee Coaching Services aims to enhance work performance, self-directed learning, and personal growth. Each program is delivered in either a six session or ten session package. Assure offers Employee Coaching targeting four specific coaching areas - 'Technical Expert to People Leader', 'The Sounding Board', 'Increasing Interpersonal Effectiveness' and 'Peak Performance Leadership'.



EXECUTIVE COACHING

This one-on-one service is specifically designed for business managers and leaders. In addition to the above four specific Employee Coaching areas, Executive Coaching is available for those leaders needing to focus on 'Personal and Professional Wellness', 'Productivity, Team Performance and Dynamics', 'Organisational Development and Change', and 'Succession Planning'.



WELLNESS CHECK

An individual assessment of an employee's overall wellbeing. Provided in packs of 10, 30 and 50, each Wellness Check is designed to ensure employees have positive coping strategies in place and supports available to adapt to work and life's challenges. Assure collates individual assessment data and recommendations linked to the 8 psychosocial risk areas identified within Assure's Backbone of Mental Health and Wellbeing in the Workplace' framework.



INDIVIDUAL ASSESSMENT

This service caters specifically to employees or leaders who currently work in high stress environments or are likely to in the future. Using individual assessments to target employees most at risk or who are displaying signs of distress is a highly effective way to minimise and mitigate risk to the individual, team and organisation.

Specialist Services (CONTINUED)



PROFESSIONAL CONSULTATION SERVICES

Assure Programs' Consulting Services provide customised and integrated solutions to meet the unique challenges and development areas of your business. Consultancy services cover a variety of areas including change facilitation and management, leadership development, employee engagement and wellbeing, and organisational culture.



TEAM ASSESSMENT

Team Assessments aim to identify how individual team members work together, focusing on areas such as team interactions, processes, learning and growth needs. Complementary debriefing is offered as a part of our Team Assessments including recommendations to ensure the organisation gets the most out of the assessment.



ORGANISATIONAL ASSESSMENT

Assure undertake climate checks, performance evaluations, and audits at the individual, team, leader and organisational level to ensure your people are thriving, and the workplace environment is psychologically healthy. Our organisational-wide assessments and approaches provide maximum understanding, while minimising disruption. Our approach allows organisations to gain strategic direction with their people by linking into Assure's best practice psychosocial risk framework 'The Backbone of Mental Health and Wellbeing in the Workplace'.

Why CHOOSE assure

Our people

Our team includes experienced Organisational Consultants and Psychologists who pair fundamental expertise in psychology with real-world business understanding to deliver better outcomes.

Ensuring value & return on investment

We can increase your organisation's productivity, wellbeing and performance while reducing issues arising in the workplace. We can help to maximise the performance and resilience of staff to improve your organisation's bottom line.

Commitment to quality

We are committed to providing a tailored and appropriate service that reflects evidence-based practice and ensures ethical, social and environmental responsibilities.

Continuous improvement

We add value by ensuring our services are based on up-to-date information and the latest research findings. We enjoy sharing the latest developments in Organisational Development with our customers.

DID YOU KNOW...

Highly engaged employees can help businesses outperform their competitors by up to 28%

RESEARCH SHOWS 4 IN 5 WORKERS BELIEVE THEY CAN INCREASE THEIR DAILY PRODUCTIVITY BY UP TO 21%. THIS FIGURE MEANS THAT THERE IS \$26,300 OF UNTAPPED POTENTIAL IN EVERY WORKER

A highly engaged workforce increases profitability by up to 22%. Unfortunately, only a quarter of Australian employees are highly engaged with their work

“DISENGAGED EMPLOYEES AND PRESENTEEISM COSTS THE AUSTRALIAN ECONOMY AROUND \$25.7 BILLION PER YEAR”

Approximately 64% of Australian employees believe that their employer underuses their skills

RESEARCH SHOWS AN EXTRA DOLLAR SPENT ON TRAINING (PER EMPLOYEE), INCREASES PRODUCTIVITY BY APPROXIMATELY \$47.00

Workers who experience workplace stress take an extra 3.2 days off per year. Costing Australian employers over \$10 billion a year

1 IN 5 AUSTRALIAN WORKERS HAD TAKEN TIME OFF WORK DURING THE PAST 12 MONTHS DUE TO ANXIETY, DEPRESSION, STRESS OR FEELING MENTALLY UNHEALTHY

POSITIVELY *inspired*

We support, empower and illuminate. To improve productivity in organisations and wellbeing in people and through innovative business psychology services, we positively inspire.

References: 1. Stack, L. (2009). Productivity Pro. <http://www.theproductivitypro.com/FeaturedArticles/article00135.htm> 2. The EY Australian Productivity Pulse TM Wave Five (2013). Closing the \$2.4 billion public sector productivity gap. <http://www.ey.com/AU/en/Services/Advisory/Pulse-Oct-2013-Closing-the-2-4-billion-public-sector-productivity-gap> 3. Percival, J.C., Cozzarin, B.P., & Formanek, S.D. (2013). Return on investment for workplace training: the Canadian experience. *International Journal of Training and Development*, 7(1), p.20-32. 4. Medibank (2011). Sick at work: The cost of presenteeism to your business and the economy. http://www.medibank.com.au/client/documents/pdfs/sick_at_work.pdf 5. Chandler MacLeod (2013). Skills Utilisation - How effectively are businesses utilising skills at their disposal? http://www.chandlermaCleod.com/media/chandler-macleod-2013/white%20papers/cm1659_02.14_whitepaper_skills%20utilisation_email.pdf 6. Price Waterhouse Coopers (2014). Creating a Mentally Healthy Workplace - Return on Investment Analysis. <https://www.headsup.org.au/docs/default-source/default-document-library/research-by-pricewaterhouse-coopers.pdf> 7. TNS & Beyond Blue (2014). State of Workplace Mental Health in Australia. <https://www.headsup.org.au/docs/default-source/resources/bl1270-report---tns-the-state-of-mental-health-in-australian-workplaces-hr.pdf>

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