

# WELLBEING COURSE

"The greatest weapon against stress is our ability to choose one thought over another."  
William James



## OVERVIEW

This course gives people an insight into the importance of wellbeing at work and provides practical strategies to help improve wellbeing for yourself and your colleagues.

Wellbeing is about taking a positive approach to our health, both mental and physical and taking action to improve it. It is concerned with taking a proactive approach rather than just responding to problems after they occur. A major part of wellbeing at work focuses on managing stress.

People often "stress" about work issues such as looming deadlines, quantity of difficulty of work and expectations that we set for ourselves or others. We can manage and improve many aspects of our work but there are some factors which are outside of our control such as the passing of time, our limited capacity and the expectations of other people. What we can control is our response to these things. Managing stress involves setting realistic expectations, putting in your best effort and being realistic about the outcome regardless of whether it met your initial expectations. This can have a positive impact on both emotional and physical factors of stress. Managing your stress is a skill which can be used in both your personal and professional lives.

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## WHO IS THIS COURSE SUITABLE FOR?

Suitable for leaders, managers and all team members who want to improve their wellbeing and personal stress management. It can be tailored to link in with organisational wellbeing programs.

## COURSE CONTENT

| SESSION                           | KEY LEARNING CONTENT   |
|-----------------------------------|--|
| <b>Wellbeing</b>                  | <ul style="list-style-type: none"><li>- What is involved in wellbeing at work</li><li>- Why wellbeing is so important</li></ul>  |
| <b>Stress management</b>          | <ul style="list-style-type: none"><li>- Analysing key stressors in your workplace</li><li>- Setting stress management goals</li><li>- Maintain focus and organisation to stay calm</li><li>- Reduce the external stressors through better work focus and organisation</li><li>- Reduce impact of the stressors through mental attitudes and responses</li><li>- Reduce the internal effects of stress through mindfulness and improving health</li></ul> |
| <b>Resilience and mindfulness</b> | <ul style="list-style-type: none"><li>- Value of resilience</li><li>- Responding with resilience</li><li>- Understanding your mind</li><li>- Managing your mindset</li><li>- Take control of your reactions to events</li><li>- Mindfulness techniques</li></ul>   |

## HOW THIS COURSE DRIVES RESULTS

- Provide team members with the skills to combat stress
- Improve productivity as staff are able to manage competing demands with focus
- Combat stress related health concerns within the workplace
- Create a happier work environment

### GROUP DELIVERY OPTIONS:

- 1 day face to face OR
- 4 x 90 sessions delivered via Zoom or other video platform

### INDIVIDUAL DELIVERY OPTIONS:

- This course is available as a course by coaching.  
Contact FMI for more details



### Wellbeing Short Course

Frontline Management Institute | Sydney, Australia  
[www.frontlinemanagementinstitute.com.au](http://www.frontlinemanagementinstitute.com.au)  
Email: [fmi@fmi-au.com](mailto:fmi@fmi-au.com) | Phone: +61 2 9660 0199

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## CUSTOMISED COURSES

FMI is able to design a bespoke training course specifically for your organisation.

FMI's team has extensive experience designing courses and programs for clients across a range of industries and for a range of purposes.



FMI can develop workshops, course materials and activities that are designed to meet your objectives. In addition to tailoring content, FMI can design assessment tools and projects.

These programs can be aligned with role descriptions, performance management systems, capability frameworks and other key learning and development standards and programs that the organisation has in place.

FMI is able to customise the program so that it can be presented as an in-house program with your organisation's branding and specific content such as a graduate entry program. Programs can be delivered by FMI or by someone from within your organisation.

FMI can provide capability overviews for each of the modules for your review. Please contact FMI to discuss which modules are appropriate for your management teams

## MORE INFORMATION

Reading an overview is often not enough to make a decision about whether that course or program is suitable for you, your team or organisation. Please contact us to discuss your specific challenges, development needs and strategic initiatives. We can advise you on suitable learning and development solutions, even if it includes courses, programs or services not included in our catalogue.

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## ABOUT FMI

The Frontline Management Institute (FMI) uses a practical, work based approach to deliver high quality, engaging and flexible management training and coaching that drives results for managers, their teams and their organisations.

With over 20 years' experience designing and delivering, FMI has helped thousands of managers and leaders to raise their standard of work whilst also ensuring organisations achieve a healthy return on investment. We have worked across many sectors including construction, infrastructure, resources, energy, community, health, consumer products and services, government and public services, financial services, technology, media and communications, transport and logistics. We work with people across a range of levels of experience and seniority including:

- Managers and leaders
- Frontline managers
- Team leaders and supervisors
- New managers
- New supervisors and team leaders
- Teams and team members

## ENQUIRIES AND BOOKINGS

For more information please contact our friendly team and we will be happy to discuss with you.

Phone: +61 2 9660 0199

Email: [fmi@fmi-au.com](mailto:fmi@fmi-au.com)



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