





How is your organizational health? Are you planning for wellness?









- Identify what your worksite would look like and function like if it were "well".
- Develop an initial daily maintenance plan for your worksite to help maintain organizational wellness.
- Identify wellness tools and actions plans for triggers, early warning signs that occur at your work to help lessen the effects when things break down or a crisis occurs.



Including:

Wellness Recovery Action Planning®

WRAP[®]

Mary Ellen Copeland, PhD

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WHEN I AM...

JOYOUS, RELAXED, HAPPY, BY MYSELF, FOCUSED, ENERGETIC, ABLE TO DO A LOT, QUIET, SOLITARY, SMILING, CALM, WORKING HARD, HARDLY WORKING, WITH OTHERS, ABLE TO ACCEPT CHALLENGE, AGGRESSIVE, ASSERTIVE, PASSIVE, GENUINE, HONEST, FUNNY, JOKING, SERIOUS, EATING WELL, ABLE TO ENJOY SPORTS, WITH FRIENDS, TAKING CARE OF MY RESPONSIBILITIES, SLEEPING & HOURS, TAKING NAPS, ON VACATION, EXERCISING, ABLE TO SIMPLIFY, WORKING WELL WITH MY COWORKERS, DEALING WITH STRESS WELL, LAUGHING A LOT, ABLE TO SHOW MY EMOTIONS, HIKING, WATCHING MORE T.V., READING, TALKING TO MY FAMILY, COOKING, .

.





WHEN OUR ORGANIZATION/ DEPARTMENT/ TEAM IS WELL, IT IS . . .

THINK ABOUT WHAT IT WOULD ACTUALLY LOOK LIKE AND FUNCTION LIKE ON A DAILY BASIS. THINK ABOUT NOT JUST YOUR ROLE BUT THE LARGER GROUP. WHAT HAPPENS WHEN THE ENVIRONMENT AT WORK IS "WELL" AND HEALTHY?



KEY CONCEPTS

- Hope
- Personal Responsibility
 - Education
 - Self-Advocacy
 - Support



"You don't need, nor will you benefit from, dire predictions about your future."



HOW OFTEN DO WE COMPLAIN ABOUT OUR WORK – IT WILL NEVER CHANGE. NO ONE EVER LISTENS. NOTHING EVER GETS ANY BETTER. SAME OL', SAME OL'. IT'S ALWAYS BEEN THIS WAY. SOUND FAMILIAR?

People and groups and businesses who are "well" accept that there is hope for positive change and they do not waste valuable time focusing on and predicting negative outcomes. If you are focused on negative results, you will GET negative results.

Savannah, GA. A bridge. And hope.













PERSONAL RESPONSIBILITY

•You are the expert on yourself! •You know what you want and need! •It is up to you to take personal responsibility for your own wellness and your own life!

How does your site promote personal and group responsibility? Is it encouraged? Supported? Forced? What does "personal responsibility" look like in a group setting? In an organizational setting?

THE MOMENT YOU TAKE RESPONSIBILITY FOR EVERYTHING IN YOUR LIFE IS THE MOMENT YOU CAN CHANGE ANYTHING IN YOUR LIFE.

~HAL ELROD (YOPALHAL.COM)





EDUCATION

Learn all you can about yourself so you can make good decisions about all aspects of your life.

What opportunities do you have for education, either company-provided or personal? How does your company/department remain educated about trends, best practices, new ideas? Do you actively seek educational opportunities as an organization? Do you provide education to the larger community?



GeniusQuotes.net





SFLF ADVOCACY

"Going for it" with courage, persistence and determination;

expressing yourself clearly and calmly until you get what you need for yourself.

Do you know how to advocate for yourself? What about for your department and organization? Is it only the "administration" that is responsible for organizational advocacy? How is advocating for your organization different than advocating for your clients? What are some creative ways you can advocate for your group or department? "I found I could say things with color and shapes that I couldn't say any other way things I had no words for."

-Georgia O'Keeffe





SUPPORT

A GOOD SUPPORTER KNOWS THAT UNASKED ADVICE, CRITICISM AND JUDGMENTS WON'T HELP AND WILL PROBABLY MAKE THE OTHER PERSON FEEL WORSE. The most valuable thing a supporter can do for you (or you can do for them) is to LISTEN.

What do you have in place as a support network for your group or organization? What types of groups or services might you need to help you stay well at your site? How do you personally act as a support for your team?









Wellness tools are simple, cheap, easily accessible and are what we use to get well or stay well. Personal examples would be – exercise, coffee, music, sleep, gardening, laughter, etc. What are some tools you might use as a group to improve your organizational wellness? Starting place - think about things you already do that, if you STOPPED doing them, it would drastically change the way your workplace operates.



Let's go back and talk about what we're like when we're well...





WHAT WE'RE LIKE WHEN WE'RE WELL. WHAT WE HAVE TO DO EVERY DAY TO MAINTAIN THAT. WHAT WE HAVE TO DO SOME DAYS/REGULARLY TO MAINTAIN THAT.

Define your wellness definition as a group. It requires all people to have a voice.

Be specific in your plan. Try to avoid vague, theoretical ideas. Do we need to meet or do we need to meet DAILY? We need to communicate – but what does that mean? Email me every second or send out daily summary reports or just say "good morning" every day?



TRIGGERS ARE EXTERNAL EVENTS OR CIRCUMSTANCES THAT, IF LEFT UNRESOLVED, CAN BEGIN TO CAUSE DISCOMFORT.

Most likely, only those within your organization would be able to identify what your triggers are. What "small" things disrupt you? Last minute meetings? Surveyors or auditors? Power outages? Do you just work on through as if nothing happened or do you have a plan already in place for what to do when these inevitable things occur? Ever had them all happen at once???!!



EARLY WARNING SIGNS (AND ACTION PLANS) INTERNAL SIGNS THAT THINGS MAY NOT BE GOING WELL PROBABLY STILL ONLY NOTICEABLE BY PEOPLE DIRECTLY INVOLVED IN YOUR DEPARTMENT OR ORGANIZATION.

Think about the "check engine" light on your car. What signs and signals pop up at work that tell you things aren't on track? Do you start to hear complaints from customers or clients? Is work piling up? What do you see happening that you didn't see when things were going well?



WHEN THINGS ARE BREAKING DOWN (AND, YES, ACTION PLANS) THIS IS NOT THE TIME FOR LOTS OF OPTIONS. THIS IS A TIME FOR QUICK, DECISIVE ACTIONS. SOMETIMES IT IS COMPLETELY IN LEADERSHIP'S HANDS AT THIS POINT. NOT THE TIME FOR STRATEGIC PLANNING – THAT HAS PASSED.

By this point, it is probably noticeable to the outside world that something is not right. Can show up as poor service, failing finances, high turnover, or headlines in the news.



CRISIS

CRISIS SHOULD NOT BE UNEXPECTED. YOU CAN ALWAYS COUNT ON THE FACT THAT A CRISIS WILL OCCUR. THE WHEN AND HOW AND WHY MAY CHANGE BUT "IF" IS NOT IN THE EQUATION. CRISIS IS AN OPPORTUNITY FOR GROWTH AND CHANGE.

If you plan ahead for crisis as a group, you can remain in control as an organization even when things are out of control. Consider these things when planning – who will you call on for help? What has worked in past times of crisis? What didn't work? How will you support each other? What plans are already in place that you can use?



POST CRISIS THIS IS THE TRANSITION TIME. THIS IS "WE'RE BACK" BUT "WE HAVE SOME WORK TO DO."

What got us here? What do we need to fix as a result of the crisis? What did we learn? What worked in our original plans and what didn't? What can we add to our Daily Maintenance that would help? What is our timeline for resuming normal business? How can we grow from this?

IT TAKES REAL

PLANNING TO

ORGANIZE THIS

KIND OF CHAOS.

-Mel Odom

