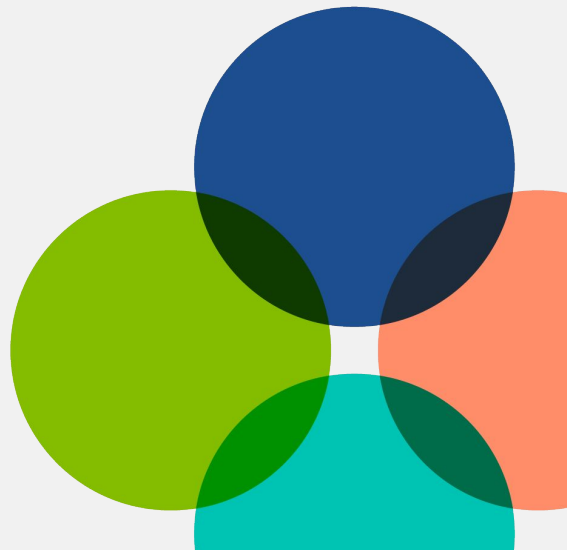


Transforming Employee Experience through Well-being

Your employees are your biggest asset, your biggest investment, and when your team thrives and feels fulfilled and satisfied, so will your work. When your team feels safe, invested in, and like they belong, their performance and productivity will skyrocket.

Use this toolkit to support your own *and* your teams well-being journey.



Prioritizing your employees well-being has never been more important...

For employers, the costs of poor employee wellbeing go far beyond insurance -- they ultimately impact **employee engagement, productivity and performance.**

Let's explore how we can **begin** exploring our well-being needs...

ONLY 25% of U.S. employees strongly agree that their organization cares about their overall wellbeing

And yet, when employers invest in their employees well-being...

69% less likely to search for a new job

71% less likely to report experiencing burnout

3x more likely to be engaged in work

5x more likely to strongly advocate for their company as a great place to work

Step 1

Identify areas for growth

Well-being is a holistic word that defines the major components of living a fulfilled life, taking into account your individual values, experiences, and what you consider important. The process of opening the conversation for these topics may be challenging, but it should also empower you to gain control and understanding of your own needs - the first step in creating positive change.

In this step you will identify specific growth areas in your life. With this focus, you'll be set up to identify the small, realistic changes you can make to create positive change.

Identify areas of your life that are out of alignment with where you'd like to grow – or not living up to what you want to be true. Remember, personal growth is a lifelong journey. Choose focus areas that resonate most with your current goals and aspirations.

Experiencing tension or unease may indicate that you are out of alignment from your values. **Reflect on a few moments of unease, what values are being overlooked?**

Areas of Growth Thought Starters:

- Emotional Intelligence
- Self-awareness
- Communication Skills
- Interpersonal Relationships
- Mindfulness and Well-Being
- Personal Values and Beliefs
- Time Management & Productivity
- Physical Health
- Creativity and Innovation
- Assertiveness and Boundaries
- Networking and Social Skills
- Personal Fulfillment
- Leadership and Influence
- Financial Literacy

Looking at your reflections and the Areas of Growth list, identify 1 - 2 areas that you want to make improvements in:

My Areas of Growth

1

2

Step 2

Visualize the future for yourself

We understand well-being unlocks your potential, but how do you identify specific changes that align with who you want to become? Visualizing yourself in this future state serves as a powerful tool for personal development and achieving your goals.

This exercise can help you clarify your goals and aspirations to the smallest detail, providing you a clear sense of direction in your well-being journey.

Thinking about the 1-2 areas of growth you identified, reflect on what is currently true in those areas and jot down your reflections in “My Current State.” Then, picture what you want to be true for this growth area? Get specific here! Ask yourself: How do you want to feel? What are you doing? What’s true around you? Add your reflections to “The Future State.”

My Current State *(What is true)*



The Future State *(What I want to be true)*

A large, empty rectangular box with a light blue border, intended for writing reflections on the current state.A large, empty rectangular box with a light blue border, intended for writing reflections on the future state.

Step 3

Identify habits to adopt

Well-being is a journey that starts with awareness of what is worth your energy, because how you live your days is how you live your life.

That's why it's important to define who you aspire to be before attempting to change your habits. The clearer your vision, the easier it will be to identify and embody the habits and values to create positive change that you truly care about. Armed with a deep understanding of your core identity, areas of growth and desired self, you can now identify the habits that are most likely to yield significant benefits.

You've just identified your critical shifts that will make a big impact in your life. Now, it's time to close the gap. Reflect on each critical shift identified from the last page and think about the behaviors that match the character of your identified future self.

Focus on simplicity, steadiness, and repetition here.

1

Identify a habit that if consistently practiced would bring you closer to your future state self.



Describe your specific plan of action to put more intention behind your chosen focus area.
When and how often should this occur?
How do you want to be and feel different?




2

Identify a habit that if consistently practiced would bring you closer to your future state self.



Describe your specific plan of action to put more intention behind your chosen focus area.
When and how often should this occur?
How do you want to be and feel different?



Step 4

Start a conversation on well-being...

Bring this outside of the individual by creating the space for deeper conversations with your team members, focused on exchanging key learnings and supporting one another in improving your own well-being.

Some examples of how you might bring this conversation to life...

Leadership Teams: Come together to discuss your individual and collective well-being efforts.

Team Leaders: Bring this conversation to your team to get a better understanding of what growth areas you can support.

To start a broader conversation on well-being, here is a starting agenda with a few of our favorite prompts that you can use and adapt to fit your audience. This is simply a suggested format for the discussions:

A Moment to Arrive

(10 min)

Spend a few minutes to connect informally. You might pose a question such as: *What is one thing you are proud to have accomplished in the last six months?*

Reflect and Connect

(15 min)

As a group, reflect on the exercise and getting a better understanding of where you want to improve your well-being. Some prompt questions could include: *What was this activity experience like for you? In service of doing one thing well, as opposed to 10 things poorly, where can you focus more of your energy? How can the team support you in your growth?*

Accountability Check-in

(15 min)

As a group, reflect on what accountability looks like for you. Some ideas include: *creating a monthly recurring invite, starting a group Slack or text chain, creating a shared accountability tracker.*

Looking Forward

(5 min)

Set up any further support needed for each other. You might pose a question such as: *How can this group support you moving forward?*



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