



Dagon Services

Managing Stress in the Workplace

Work Life Balance

Two Day Workshop for Managers

We will support managers to understand the implications of stress related problems in the workplace, and how in practical terms they can be dealt with. Whilst this programme is aimed at helping managers to manage their own staff, time will also be spent looking at support for themselves.

<p>Areas that will be included on the workshop</p> <ul style="list-style-type: none"> • Relevant organisational policies and legislation • The stress risk assessment and the HSE Management Standards for Stress • The causes and effects of stress on individuals, and the team • Working styles and personal communication styles, and how this awareness can help develop individuals further • Practical techniques to improve performance • Action planning for themselves, and for their role as a manager 	<p>Programme can include</p> <p>The Organisation</p> <ul style="list-style-type: none"> • Roles of the organisation, manager and staff • Legislation • Organisational Policies including the Stress Policy • HSE Standards • Stress Risk Assessment • Stress Audits <p>The Manager</p> <ul style="list-style-type: none"> • Stress Mapping • Type A behaviour • Working Styles • Talking about pressure and stress to the staff • Being an assertive manager, and dealing with assertive staff • Relaxation Techniques • Brain Exercises • Dealing with your own stress • Reducing Demands • Improving Coping Resources • Healthy Life Style • Case Studies
<p>Method</p> <ul style="list-style-type: none"> • facilitated discussion • short inputs • group and paired exercises • practical exercises eg stress mapping, relaxation and brain exercises • video on Management of Stress • theories of Transactional Analysis • case studies 	

This workshop can be tailored to the organisation and can include development of a stress policy and risk assessment if these are not already in place. Under certain circumstances the programme can be reduced to one day.



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One Day Workshop for Staff

We will support staff to understand the causes and effects of stress and to explore ways of reducing demands and improving coping mechanisms.

<p>Areas that will be included on the workshop</p> <ul style="list-style-type: none"> • Relevant organisational policies and legislation • The stress risk assessment and the HSE Management Standards for Stress • The causes and effects of stress on themselves and others • Working styles and personal communication styles, and how this awareness can help • Practical techniques to improve performance • Action planning for themselves 	<p>Programme can include</p> <p>The Organisation</p> <ul style="list-style-type: none"> • Roles of the organisation, manager and staff • Legislation and Organisational Policies • Stress Risk Assessment <p>The Employee</p> <ul style="list-style-type: none"> • Stress Mapping • Type A behaviour • Working Styles • Relaxation Techniques • Brain Exercises • Dealing with your own stress • Reducing Demands • Improving Coping Resources
<p>Method</p> <ul style="list-style-type: none"> • facilitated discussion • short inputs • group and paired exercises • practical exercises eg stress mapping, relaxation and brain exercises • theories of Transactional Analysis 	<p>The workshop will be facilitated by Wendy Aldred of Dagon Services. Wendy has extensive experience of facilitating programmes about dealing with Stress in the Workplace.</p> <p>What our customers say :</p> <p><i>'Put the subject across very well and in a manner that was easily understood'</i> Series of Stress workshops, Cumbria Fire & Rescue Service</p>