



# LIGHTHOUSE

Support for managers



October 2021



## ARE YOU BUILDING A HEALTHY WORKPLACE AS A MANAGER?

A healthy workplace is the basis for a stable workforce and high levels of employee engagement. Additionally, a positive supervisor-employee relationship is the biggest contributor to building a healthy company culture, and every leader should care about this.

A healthy workplace includes:

- an environment of mutual respect,
- transparent roles, clear expectations and regular feedback,
- involvement of employees in the decision-making process,
- supporting work-life balance,
- managerial support in situations related to physical, mental and social health.

Here are some suggestions of actions that every manager can take on a daily basis to build a healthy working environment:

- **Expression of appreciation.** Formal or informal, it is about recognition not only for the results of work, but also for effort. And most importantly – do it as soon as possible, not much later.
- **Building commitment.** Regular meetings are an opportunity to talk (about work and about other things), to come up with new ideas, to share knowledge and to solve problems **together**.
- **Communication and sharing information.** It is important to ensure that employees are kept informed of changes regarding their work, objectives, priorities, etc. on a current basis. If you do not know something, say it. Prevent guesswork that can stir up unnecessary emotions.
- **Providing new opportunities and development.** Most employees enjoy the challenge of acquiring new knowledge and skills. New and interesting projects give them a chance to try something new and prevent boredom with work. Remember that a new project cannot simply be more work. Find differences!
- **Promoting work-life balance.** Its absence leads to increased stress, job dissatisfaction and eventually burnout. It is worth watching for signs of work stress and encouraging employees to maintain a work-life balance. Set an example.
- **Encouraging the use of EAP.** Professionals will provide support and assistance with a variety of personal and work-related problems. Encourage employees to use professional support.

It is said that an employee comes to a company but leaves the boss. This is a common situation. But you do not always leave your boss, sometimes you leave a company that is not a healthy place to work. That is why it is so important to **build and care** for a healthy working environment **together**, just as we care for our health or protect the environment.



EAP Helpline



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