



# Wellness

Prioritize health and balance through the employment journey. This dimension covers defining and exploring wellness, maintaining work-life balance, and identifying and reaching out to support systems.

# About CanWork BC

CanWork BC aims to make it easier for youth with disabilities ages 15 to 30 years old to find and keep employment. There are a series of tools and resources for youth, employers, service providers, educators, and caregivers.

CanAssist at the University of Victoria, with the support of the BC Ministry of Social Development and Poverty Reduction, wrote the Provincial Employment Strategy for Youth with Disabilities (ESYD). This strategy informed the tools and resources.

## The Youth Tool

The CanWork BC youth tool is available as an interactive online platform at [portal.canworkbc.ca](https://portal.canworkbc.ca) and through PDF workbooks such as this one. There are five dimensions of content available.

For the full PDF workbook content and accompanying facilitator guides, as well as other CanWork BC tools and resources, go to [canworkbc.ca](https://canworkbc.ca).

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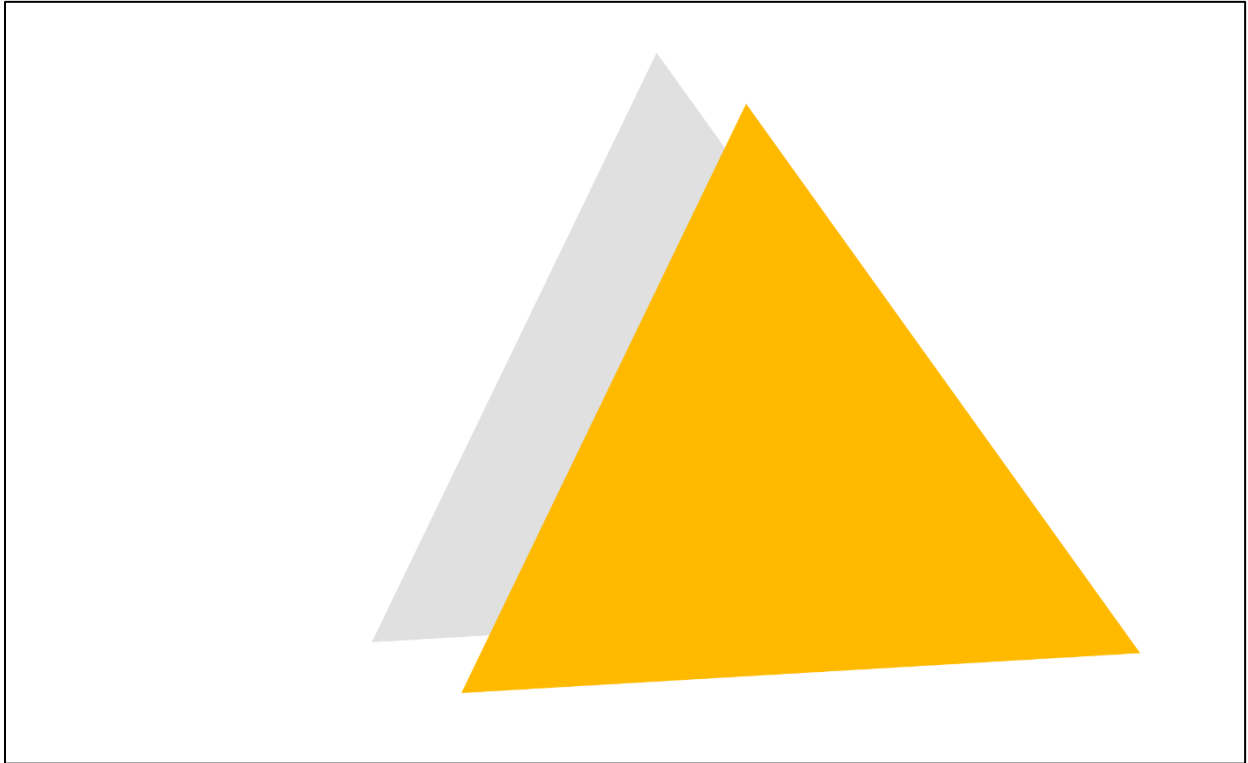
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## Additional Resources

Throughout this workbook, we'll be discussing wellness supports, however, if you're feeling significantly down, overwhelmed, or in need of immediate support, please remember to reach out for help.

Available resources include:

- **Kids Help Phone:** The leading phone and online professional counselling service for young people in Canada – not just for kids. It's free, anonymous, and confidential.
  - Call for immediate support: 1-800-668-6868
  - Chat online: [kidshelpphone.ca](https://kidshelpphone.ca)
- **Crisis Support:** Immediate support for people feeling suicidal or concerned about someone who might be suicidal.
  - Call: 1-800-784-2433.
  - Text or call: 9-8-8.
  - Visit: [suicideprevention.ca/need-help/](https://suicideprevention.ca/need-help/)
  - For maps of crisis support in your area visit: [crisislives.bc.ca/mapcrisis-lines](https://crisislives.bc.ca/mapcrisis-lines)
- **Mental Health Resources:** Find additional mental health resources and support through these organizations.
  - [helpstartshere.gov.bc.ca/wellbeing/healthy-living/mindfulness](https://helpstartshere.gov.bc.ca/wellbeing/healthy-living/mindfulness)
  - [healthlinkbc.ca/mental-health-substance-use/mental-health/mental-health-supports-and-resources](https://healthlinkbc.ca/mental-health-substance-use/mental-health/mental-health-supports-and-resources)
  - Canadian Mental Health Association - [cmha.ca/](https://cmha.ca/)
  - Mental Health Commission of Canada - [mentalhealthcommission.ca/](https://mentalhealthcommission.ca/)



# Module: Understanding Wellness

This module covers the fundamental concepts of wellness using the wellness wheel, including exploring each dimension, understanding balance between them, and reflecting on personal well-being.

# Introduction

This module has three sections to help you build your understanding of wellness. You'll explore:

- Understanding wellness and the different areas that make it up.
- Recognizing which parts are most important to you and how to find balance.
- Building skills to check in with your wellness and create a personalized wellness plan.

Each section will take around 15-30 minutes to complete, and you're welcome to take breaks in between.

Each section has activities that connect wellness to your own life to make sure this is useful for you. Be prepared to think about and record your answers in whatever way works best. That could be writing your answers in this workbook or using a different format that works for you like voice recording or typing in a notes app.

At the end of the module, you'll have the chance to put what you've learned into practice with reflection questions. Let's get started!

# Section 1: Defining Wellness

Wellness is about more than physical or mental health alone. It's about balancing all aspects of your well-being, including emotional, social, and financial health, and more. Understanding the entirety of wellness will help you make intentional choices that support a healthy and fulfilling life, both in and outside of the workplace.

## In this section we'll cover:

- Understanding what wellness is.
- Applying your understanding of wellness to explore what wellness looks like for you.

By the end of this section, you will have a better understanding of what wellness means to you.

## Engage and Explore

### Understanding Wellness

Let's start by looking at **wellness** and **well-being**.

- When we talk about **wellness**, we mean the ongoing actions and choices you make to care for yourself. It's all about the daily decisions and habits that support your overall health. Wellness reflects how balanced and fulfilled you feel across all aspects of your life.



- When we talk about **well-being**, we mean the overall state of how you're doing and feeling. While wellness is about the actions you take, well-being is the result, it's how you feel, how satisfied you are with life, and how well you function day to day.

Think of it like this:

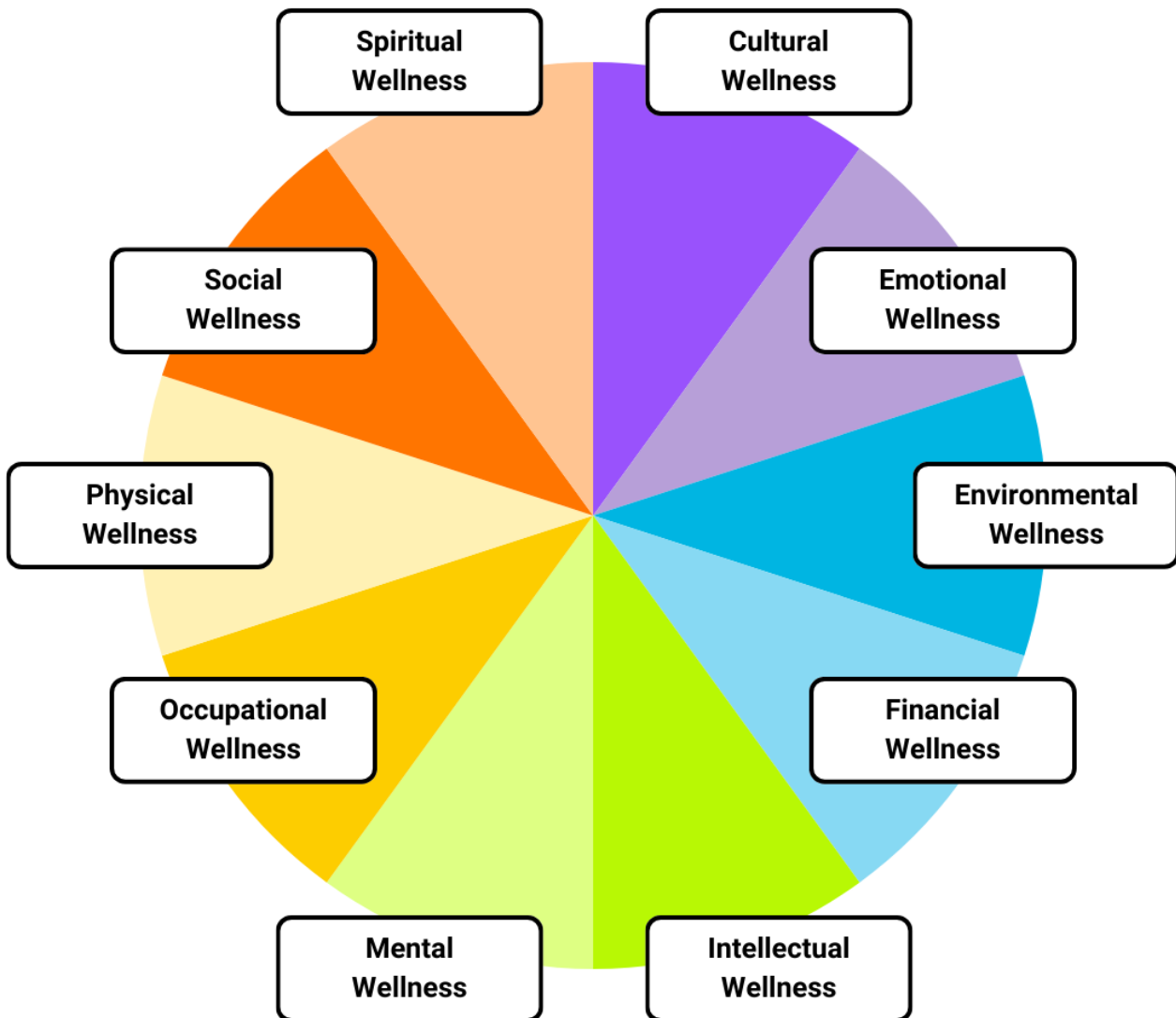
- **Wellness** = What you *do* (actions, choices, practices to support your health).
- **Well-being** = How you *are* (your overall quality of life and satisfaction).

This sounds great, but you might be thinking “all aspects of your life” feels a bit daunting! So, let's break it down.

Think of wellness like a puzzle. Just like a puzzle has different pieces that come together to form a unique whole, wellness has different parts that fit together to make a unique whole for each person.

## The Wellness Wheel

The wellness wheel is a tool that helps us explore these different parts and how they fit together to understand wellness better. Explore the wellness wheel below to get a better understanding of wellness. Read about each part to learn more.



*This Wellness Wheel is largely based on the Canadian Mental Health Associations Wellness Wheel and the six dimensions of wellness identified by Dr. Bill Hettler. 1976. National Wellness Institute.*

- **Cultural wellness**

This part of wellness is about feeling connected to your culture to foster belonging and cultural understanding. It also includes learning about and appreciating other cultures.

- *Example action: Prepare a traditional meal from your culture.*

- **Emotional wellness**

This part of wellness is about understanding and managing your emotions to handle stress, build resilience, and keep a positive outlook.

- *Example action: Write a journal entry to process how you are feeling.*

- **Environmental wellness**

This part of wellness is about your connection to your surroundings. This can include the immediate spaces around you, like your home, workplace, or school, as well as your broader surroundings, like the land you live on, and its connection to the global environment. It's about recognizing how these environments impact your well-being and finding ways to contribute to healthy and sustainable surroundings.

- *Example action: Keep a clean and tidy room or reduce your waste by reusing items and minimizing single-use plastics.*

- **Financial wellness**

This part of wellness is about understanding and managing your finances. It includes budgeting, saving, and investing for the future.

- *Example action: Build an emergency fund to cover unexpected expenses.*

- **Intellectual wellness**

This part of wellness is about learning, growing, and seeking knowledge.

- *Example action: Read books, news stories, or articles to broaden your knowledge.*

- **Mental wellness**

This part of wellness is about looking after your mind to think clearly, make good decisions, and remember things. It includes accessing proper care for mental health conditions.

- *Example action: Use positive affirmations to boost your self-esteem.*

- **Occupational wellness**

This part of wellness is about enjoying your work, growing in your career, and maintaining a healthy work-life balance.

- *Example action: Establish clear boundaries between your work and personal life by defining and sticking to specific working hours.*

- **Physical wellness**

This part of wellness is about looking after your body by exercising, eating well, sleeping well, and accessing proper care for illnesses or injuries.

- *Example action: Ensure that you eat a well-balanced diet.*

- **Social wellness**

This part of wellness is about building and maintaining healthy relationships, participating in social activities, and having people who support you.

- *Example action: Spend quality time with a close friend.*

- **Spiritual wellness**

This part of wellness is about finding meaning, exploring your values and beliefs, and connecting with something bigger than yourself.

- *Example action: Engage in a meditation or mindfulness practice to connect with yourself and the world around you.*

Great work exploring what wellness means. Keep going to explore how each of these pieces fit together and apply to your life. This will help you understand what wellness looks like for you. The more you reflect on it, the clearer it will become.

# Make it Personal

## Defining Your Wellness

As you saw, wellness is made up of many different pieces that come together to form a complete picture. Just like the pieces of a puzzle are all different, each part of wellness can look different for each person.

For example, for some people physical wellness might look like going to the gym five times a week, while for others, it might look more like taking a short walk most days or focusing on getting eight hours of sleep each night. Wellness is very personal, and it's important to recognize that everyone's puzzle pieces fit together differently!

## Think about What Each Part Means for You

Look at the areas of wellness below and use the questions to explore how you define that area. Write your answers below or in a notes app or another digital format that works for you. You don't have to define all of the areas of wellness and if there are any you're unsure about, that's okay. You can skip it and move on to the next one.

### **Remember**

Don't worry about what you're doing right now. Instead focus on how wellness would ideally look and feel for you in each area.

## Cultural wellness

This part of wellness is about feeling connected to your culture to foster belonging and cultural understanding. It also includes learning about and appreciating other cultures.

What does feeling culturally well look like for you?

- *Example: It means feeling proud of who I am and where I come from. It's also learning about other people's backgrounds.*

How do you feel connected to your culture?

- *Example: Spending time with family, celebrating traditions, and speaking my native language helps me stay connected.*

What does it look like to be curious and open to other cultures?

- *Example: It's about asking questions, listening to people's stories, and trying new foods or activities from other cultures.*

### **Emotional wellness**

This part of wellness is about understanding and managing your emotions to handle stress, build resilience, and keep a positive outlook.

What does feeling emotionally well look like for you?

- *Example: It's when I feel calm, in control of my emotions, and confident in handling whatever comes my way.*



How would you ideally manage your emotions when things get tough?

- *Example: I'd take a step back, breathe, and try to think through things before reacting. I also like talking to someone I trust.*

What actions or habits help you feel connected to your emotions?

- *Example: Writing in a journal and listening to music helps me understand and connect with my feelings.*

## **Environmental wellness**

This part of wellness is about your connection to your surroundings. This can include the immediate spaces around you, like your home, workplace, or school, as well as your broader

surroundings, like the land you live on, and its connection to the global environment. It's about recognizing how these environments impact your well-being and finding ways to contribute to healthy and sustainable surroundings.

What does a healthy environment look like for you?

- *Example: A clean, quiet space with enough light and fresh air, maybe with plants or things that make me feel calm.*

How does your environment impact your well-being?

- *Example: If it's messy or too noisy, I feel stressed and distracted. When it's organized and calm, I can think more clearly.*

What small actions or habits do you use to connect to your surroundings?

- *Example: I tidy up my space regularly, take breaks outside, and try to reduce waste.*

## **Financial wellness**

This part of wellness is about understanding and managing your finances. It includes budgeting, saving, and investing for the future.

What does financial wellness look like for you?

- *Example: It means not stressing about money that often, being able to pay for what I need, and maybe saving a little for the future.*

How do you feel when you're in control of your finances?

- *Example: I feel relieved and confident, knowing I can handle unexpected costs without panicking.*

What actions make you feel confident with your money?

- *Example: Making a budget, checking my savings, and sticking to my spending plan helps me feel in control.*

### **Intellectual wellness**

This part of wellness is about learning, growing, and seeking knowledge.

What does feeling intellectually well look like for you?

- *Example: It's when I feel like I'm curious about learning new things.*

How do you keep learning and growing?

- *Example: I watch short videos or read books about things I'm interested in.*

How do you feel when you explore new skills or knowledge?

- *Example: It feels exciting to discover something I didn't know before.*

### **Mental wellness**

This part of wellness is about looking after your mind to think clearly, make good decisions, and remember things. It includes accessing proper care for mental health conditions.

What does mental wellness look like for you?

- *Example: It's when I feel focused and clear-headed.*

What habits make you feel clear-headed and prepared to make choices throughout your day?

- *Example: Getting enough sleep, staying organized, and taking short breaks.*

What makes you feel unprepared or frazzled throughout your day?

- *Example: When I don't plan my day or have too many things to do at the same time.*

### **Occupational wellness**

This part of wellness is about enjoying your work, growing in your career, and maintaining a healthy work-life balance.

What does wellness look like for you with work or school?

- *Example: It's when I feel like I'm learning and enjoy it, but I also have enough time for myself and my personal life.*

What makes you feel satisfied in the work that you do?

- *Example: Feeling like I'm making progress and knowing my work matters.*

What does work-life balance look like for you?

- *Example: It's when I have time for my job or studies, but I can also relax, hang out with friends, and do things I enjoy.*



### **Physical wellness**

This part of wellness is about looking after your body by exercising, eating well, sleeping enough, and accessing proper care for illnesses or injuries.

What does physical wellness look like for you?

- *Example: It's when I feel energized, healthy, and can do the things I enjoy.*

What is most important for you to feel physically well?

- *Example: Getting enough rest is key for me. I also try to eat enough food throughout the day and stay active.*

What habits or practices make your body feel healthy and energized?

- *Example: Exercising regularly is important for me.*

### **Social wellness**

This part of wellness is about building and maintaining healthy relationships, participating in social activities, and having people who support you.

What does social wellness look like for you?

- *Example: It's when I have strong relationships with people who support me, and I can have fun and be myself.*

How do you feel connected with the people around you?

- *Example: Spending time with friends and talking about the things going on in my life.*

What actions make you feel supported by others?

- *Example: When friends or family check in on me, it makes me feel cared for.*

### **Spiritual wellness**

This part of wellness is about finding meaning, exploring your values and beliefs, and connecting with something bigger than yourself.

What does spiritual wellness look like for you?

- *Example: It's when I feel connected to my values and purpose.*

What makes you feel a sense of purpose or meaning?

- *Example: Helping others and feeling like I'm making a difference.*

What makes you feel connected to your values, purpose, or beliefs?

- *Example: Spending time reflecting on my day and how I acted.*

Nice job exploring what each part of wellness means for you! Keep in mind that some areas of wellness may be more important to you than others, and that's perfectly fine. Wellness is personal and it looks different for everyone.

## Section 2: Exploring the Wellness Wheel

Let's keep imagining wellness as a puzzle, where each piece represents a different part of your well-being. Wellness is like a puzzle in the sense that while there are different pieces they all come together to create a full picture. How everyone's wellness fits together looks different, so it's important to find the right balance for you.

**In this section, we'll cover:**

- Understanding which parts of wellness matter most to you.
- Understanding why balance is important and identifying strategies to create it.

By the end of this section, you'll have a better understanding of your wellness and how to create a plan that works for you.

### Engage and Explore

#### Defining Your Wellness

It's important to understand the things that are important to your well-being so you can focus on your wellness in those areas. For example, if you feel best in a calm environment, working a high-stress, fast-paced job might negatively impact your wellness. Or, if

eating nutritious foods is a priority for you, packing a lunch for work each day can make a big difference in your wellness.

## Wellness Priorities

Read the scenarios below and circle which of the following parts of wellness would be most important to you.

### Scenario 1: Cultural connections

You've been invited to an event where everyone is bringing a traditional food from their culture or family. You feel a strong connection to your roots at the event, and you're also curious about learning more about other people's cultures and traditions. Which part of wellness would be most important for you in this scenario?

- **Cultural wellness:** Connecting to your culture or heritage and learning about others.
- **Intellectual wellness:** Learning new information about cultures and traditions.
- **Social wellness:** Spending time with people and building connections with others.

### Scenario 2: Future finances

You've started working a casual job coaching a sport you love. You're excited about being involved in the sport and you're looking forward to earning some extra money. You decide to

open a savings account for things you want or to save for emergencies that might come up in the future. Which part of wellness would be most important for you in this scenario?

- **Financial wellness:** Managing your money and saving for the future.
- **Occupational wellness:** Doing work you love while earning money.
- **Emotional wellness:** Feeling less stressed about money and happy doing something you love.

### **Scenario 3: Energize every day**

You've been feeling low on energy lately, and your body has felt tired. You decide to try eating healthier and being more active to see if that helps. Which part of wellness would be most important for you in this scenario?

- **Physical wellness:** Taking care of your body through food and exercise.
- **Intellectual wellness:** Learning about new routines and strategies to keep yourself healthy.
- **Mental wellness:** Feeling clear-headed and energized from your new habits.



### Scenario 4: Rekindling relationships

You've been feeling disconnected from your friends lately. You've been prioritizing schoolwork, but now you realize how much you miss the support and fun that friends bring. Which part of wellness would be most important for you in this scenario?

- **Social wellness:** Reconnecting with friends or building stronger relationships.
- **Emotional wellness:** Managing how lonely and disconnected you feel.
- **Occupational wellness:** Finding a balance between schoolwork and other parts of life.

### Scenario 5: Nurturing nature

You've been feeling stressed and disconnected from everything lately. You decide to spend a day outdoors, surrounded by trees and nature, to recharge and reconnect. You're not sure if it will help, but you're excited about the change of scenery. Which part of wellness would be most important for you in this scenario?

- **Spiritual wellness:** Connecting to the world around you and finding purpose in it.
- **Environmental wellness:** Feeling grounded and connected with nature.
- **Physical wellness:** Getting outside and moving your body.

Great job starting to explore which areas of wellness are most important to you! Recognizing these priorities is a crucial first step in understanding how to take care of your wellness. Take a moment to reflect on what stood out to you, then move to the next part to explore how to find balance between all the different parts we've explored.

## **Make it Personal**

### **Exploring Balance**

In life, we all have multiple roles and priorities that all compete for our time. These could be school, work, relationships, or personal interests. The parts of wellness are no different. Seeing all the different parts can sometimes feel overwhelming, so balance is key for looking after our well-being.

### **What do we mean by balance?**

Balance is about managing your energy and attention across the areas of wellness. Sometimes, it can feel like there's not enough time to take care of everything. You might feel like you're forgetting about certain parts or that some parts are taking over.

Finding balance isn't about doing everything! It's about understanding what's important for you, prioritizing those things, and being intentional with managing your time and energy. It's also not about making everything equal all the time. It's about knowing

when to focus on certain parts and when to give yourself permission to let go of something else.

## Identifying Your Wellness Balance

Now that you've explored the wellness wheel's different areas, reflect on how they fit into your life. Use the activity below to identify your wellness priorities and relate them to balance in your life.

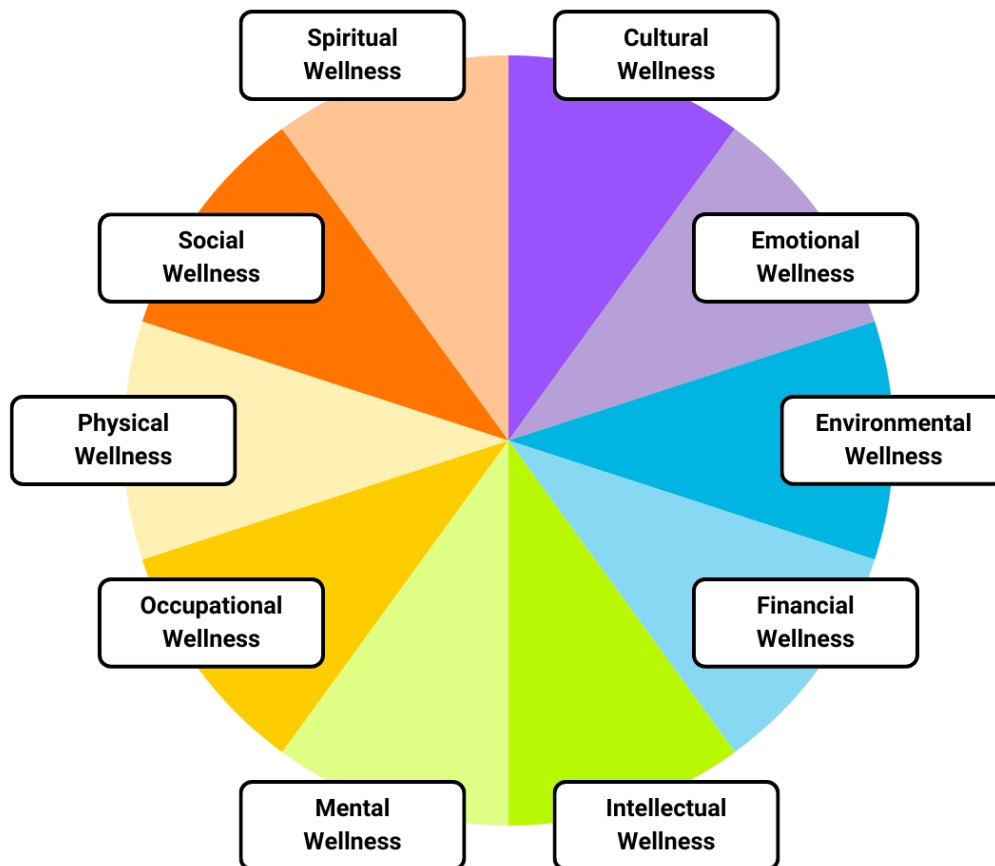
### Step 1: Explore Your Priorities

Use the wellness wheel below to identify areas of wellness that are important to you. Write your answers below or in a notes app or another digital format that works for you.

The three parts of wellness that are most important for your well-being.



The three parts of wellness that are least important for your well-being.



*This Wellness Wheel is largely based on the Canadian Mental Health Associations Wellness Wheel and the six dimensions of wellness identified by Dr. Bill Hettler. 1976. National Wellness Institute.*

## **Cultural wellness**

- *Example: You feel most well when you explore and appreciate your culture.*
- *Example: You feel most well when you explore other cultures, their traditions, and their contributions to society.*

## **Emotional wellness**

- *Example: You feel most well when you understand your emotions.*
- *Example: You feel most well when you can express your feelings openly.*

## **Environmental wellness**

- *Example: You feel most well when you have a comfortable environment at home.*
- *Example: You feel most well when you connect with nature.*

## **Financial wellness**

- *Example: You feel most well when you stick to a budget and don't overspend.*
- *Example: You feel most well when you have savings for emergencies.*

## **Intellectual wellness**

- *Example: You feel most well when you learn something new.*
- *Example: You feel most well when challenging yourself to see different views on an issue.*

## **Mental wellness**

- *Example: You feel most well when you practice self-care, like repeating positive affirmations.*
- *Example: You feel most well when you reflect on what you learned from past challenges.*

## **Occupational wellness**

- *Example: You feel most well when work gives you a sense of satisfaction and purpose.*
- *Example: You feel most well when you balance your work and personal life.*

## **Physical wellness**

- *Example: You feel most well when you exercise.*
- *Example: You feel most well when you eat a balanced diet.*

## **Social wellness**

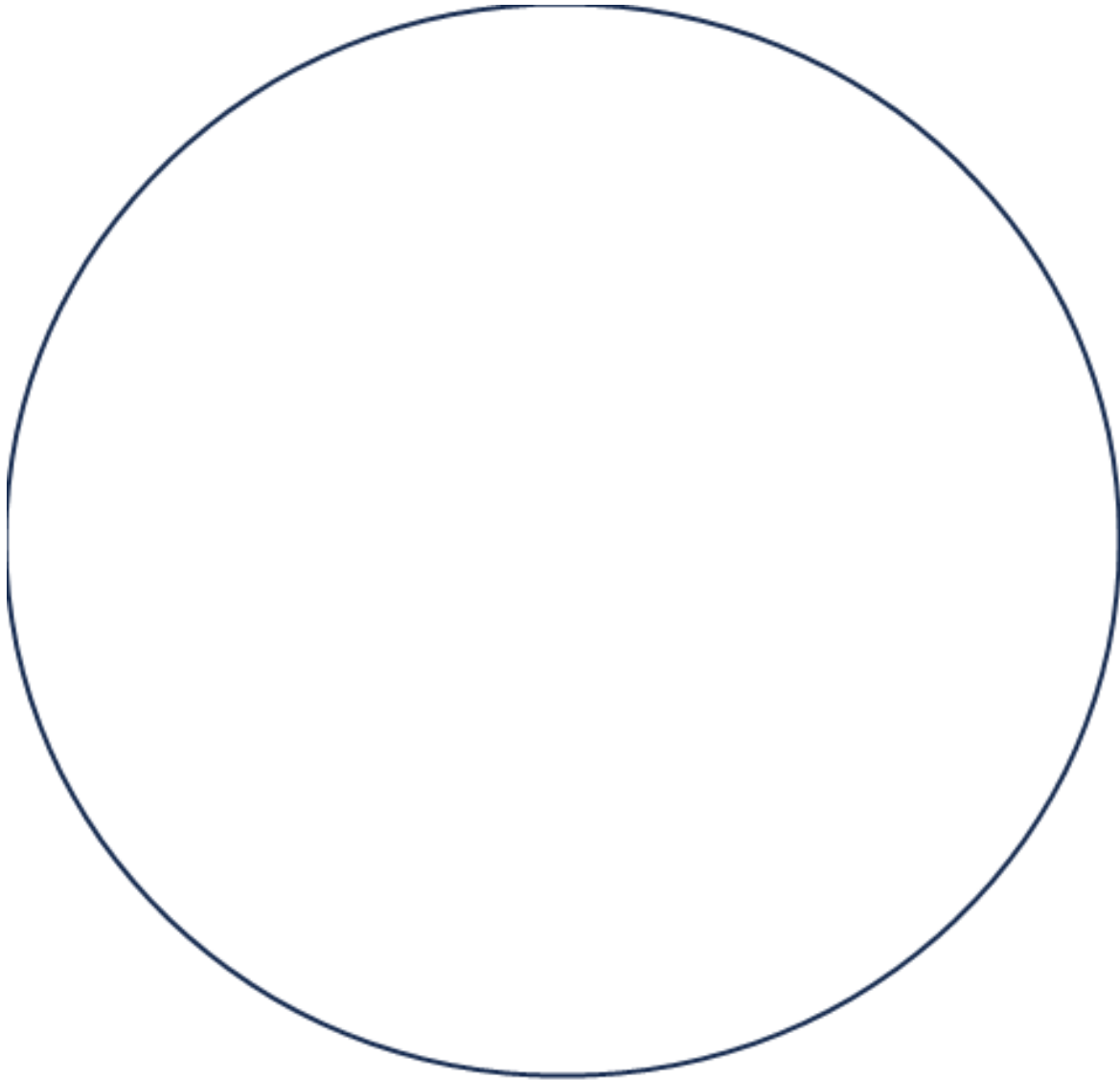
- *Example: You feel most well when you engage in social activities.*
- *Example: You feel most well when you have a sense of belonging and connection with others.*

## **Spiritual wellness**

- *Example: You feel most well when you feel a sense of purpose.*
- *Example: You feel most well when you use your values and beliefs to guide your actions.*

## Step 2: Think about Your Balance

Draw each part of wellness on the blank wheel below to make your own wellness wheel.



Adjust the size of each part of your wellness to reflect how important it is to you. If a part is very important, draw the section bigger. If it's not as important draw it smaller.

*Example: If spending time doing sports is important for you to feel well, you might draw the physical wellness part bigger. If spending time with friends isn't as important for you to feel well, you might draw the social wellness section smaller.*

### **Step 3: Think on It**

- Look at the wellness wheel you drew and reflect on the balance of your wellness areas with these questions. Write your answers below or in a notes app or another digital format that works for you.

Think about the areas you drew larger. What makes the bigger parts more important to you right now?

- *Example: I drew mental wellness bigger because I've been feeling stressed with school and some personal stuff. It's been important to focus on keeping a clear mind to manage my stress.*



Think about the bigger parts. Do you feel like you're spending enough time on the things that make you feel well?

- *Example: I drew environmental wellness bigger. I feel like I've been spending a good amount of time on it. I've been putting things*



*away in my room, so my space feels clean. I've also been volunteering with an environmental club to help in my community.*



Think about the parts you drew smaller. What makes them less important to you right now?

- *Example: I drew financial wellness smaller. I guess as long as I have enough to cover my essentials, I feel pretty good. It's not something I focus on too much because I feel like my needs are covered right now.*



Are there any changes you could make to give more attention to parts of your wellness wheel that aren't getting enough? Or not give as much attention to parts that are getting too much?

- *Example: I could definitely give more attention to social wellness. I've been so focused on work lately that I've been letting it take over my time, even outside of work. I haven't seen my friends or family much. I should try to make more time for them because it is important to me.*



Great work looking at your wellness priorities and how they all balance with each other! Remember, balance doesn't mean giving each part the same time or energy. It means finding what matters most to you right now and allowing yourself to focus on those areas.

Now that you know the areas that are most important for you, think about some small changes you can make to prioritize these parts. Keep in mind that wellness is an ongoing journey.

## Section 3: Identifying a Wellness Foundation

Wellness is an ongoing journey made up of your continuous choices, actions, and efforts to take care of yourself. Every journey is dynamic and so is our wellness. That's why we must actively explore and work to take care of our well-being.

Taking care of our well-being is essential because it helps us feel our best and show up our best for those around us. It also helps us be ready to enjoy life's great moments and navigate the challenges.

This is important for our employment journey too. When we take care of ourselves, we are more likely to feel happy at work and succeed in our job. To be able to take care of our wellness, we need to check in with where we're at.

### **In this section we'll cover:**

- Evaluating how you're currently feeling about your well-being.
- Identifying parts you're feeling good in and where you could focus more attention.

By the end of this section, you'll have a clearer understanding of where you are at with your wellness and where to focus moving forward.

# Engage and Explore

## Your Unique Wellness

We know that wellness includes many different parts, like physical health, emotions, social connections, and more. And wellness is personal – what it looks like for one person might be different from what it looks like for another. It's important to find what makes you feel good and balanced!

But wellness isn't just different for each person. Wellness can also change over time and look different for you at different points in your life. For example, right now, your social wellness might be very important because you spend a lot of time with friends, and if that area isn't going well, it really affects your overall well-being. But, in a few years from now, you might need to focus more on your occupational wellness if you start spending a lot more of your time at work and are wanting to grow in your career.

Because wellness is always changing, it's important to regularly check in with yourself to see how you're doing. This means asking yourself questions like: "How do I feel overall? Am I spending enough time doing things that make me feel well? Do I need to make any changes to feel better?"

For instance, maybe you've been focusing a lot on work lately, and have been feeling a bit stressed. You haven't been getting enough sleep or eating properly throughout the day and you're not feeling physically well. Checking in with your wellness helps you notice

things like this, so you can make a change, like packing food for the day or creating a plan to get to bed earlier.

### **Key Points**

- Wellness is made up of many different parts.
- What wellness looks like for you can change over time based on life circumstances and priorities.
- It's important to regularly check in with yourself to reflect on your wellness and how you are feeling.

## **Wellness Check-in**

We're going to practice building the skills to check in with your wellness. This is an important part of taking care of yourself!

Remember, this isn't about perfection, it's just about exploring where you're at. It's natural to feel like you have some areas you could work on. But if you are feeling really overwhelmed or down a lot of the time, please seek support. Reach out to someone you trust or get in contact with professional support. There is a list of resources available for you on page four of this workbook.

Let's reflect on the wellness wheel you explored earlier. You've already identified areas that are important to you, and now it's time to think about how you're doing in each area.

## Instructions

**Step 1. Check-in with the Parts of Your Wellness:** Consider how you're feeling in each area of wellness. Use the list of wellness parts to help you label your wheel.

**Step 2. Record Your Ratings:** On the wellness wheel provided write how you're feeling about that part of wellness on a scale of 1 – 5, (1 = You could feel better – 5 = You feel great). Record your rating in the blank box provided.

### Parts of Wellness

- **Cultural wellness**

Think: On a scale of 1-5 how connected do you feel to your culture and other cultures?

- **Emotional wellness**

Think: On a scale of 1-5 how well are you managing your emotions and stress?

- **Environmental wellness**

Think: On a scale of 1-5 how healthy is your environment, and how does it impact you?

- **Financial wellness**

Think: On a scale of 1-5 how comfortable do you feel with your finances?

- **Intellectual wellness**

Think: On a scale of 1-5 how much are you engaging with learning and intellectual growth?

- **Mental wellness**

Think: On a scale of 1-5 how clear-headed and resilient do you feel?

- **Occupational wellness**

Think: On a scale of 1-5 how satisfied are you with your work, school, or other daily activities?

- **Physical wellness**

Think: On a scale of 1-5 how well are you taking care of your body with exercise, nutrition, and rest?

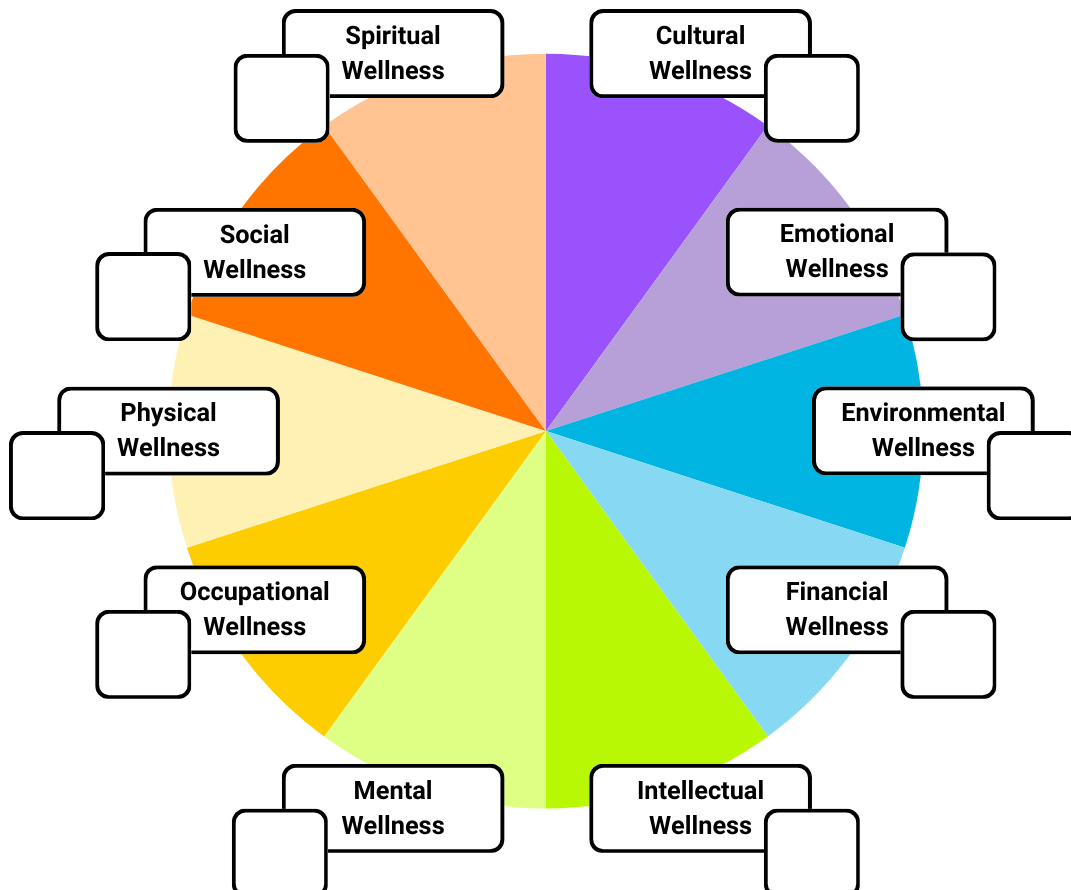
- **Social wellness**

Think: On a scale of 1-5 how strong are your social connections and support systems?

- **Spiritual wellness**

Think: On a scale of 1-5 how connected do you feel to your values or sense of purpose?

## Your Wellness Wheel



# Make it Personal

## Keeping a Growth Mindset

Now that you've looked at each part of your wellness, it's time to reflect on how you can continue to care of areas where you feel good and give more attention to areas that may need growth. One key tool for this personal growth is adopting something called a growth mindset.

A growth mindset is the belief that your abilities and well-being can be developed over time. It's understanding that setbacks or challenges in your wellness journey (or in life) are not failures; they are opportunities for learning and growth. Wellness isn't a fixed state, it's a continuous process that evolves with you.

Each area of wellness that you want to improve will require patience, time, and some self-compassion. It's okay not to have everything figured out right away. Adopting a growth mindset will help you focus on progress instead of perfection and stay motivated throughout your journey!

### **Remember**

The wellness journey is dynamic, which means it changes. What you need today might be different tomorrow. Embrace this ongoing process by being kind to yourself and understanding that growth happens over time.



## Continuing Your Wellness Check-in

It's time to apply the insights you've gained about your wellness and your growth mindset. Use the steps below to complete your wellness check-in and apply what you've learned! Write any answers below or in a notes app or another digital format that works for you.

### Step: Identify your strengths

Think about the parts of wellness you rated the highest. These are your strengths, and you should be proud of them!

**Question:** What actions are you already doing that help you feel well in these areas?

- *Example: I've been working on my mental wellness by doing deep breathing exercises every morning. It helps me feel calm and focused before I start my day. I also take breaks when I need them to avoid feeling overwhelmed.*

**Question:** What habits or tricks do you use to keep doing well in these areas?

- *Example: I use a planner to keep track of my tasks and schedule time for a quick break. When I feel overwhelmed, I use a timer to remind me when it's time to take a break. It helps me stay focused and avoid burning out.*



## **Step 2: Focus on areas you might want to grow**

Think about the parts of wellness where you feel you could improve or where you rated yourself the lowest. Would you like to get better in these areas?

**Question:** What small change could you make to start improving these areas? (Remember, small changes add up!)

- *Example: I want to start working on my physical wellness more. A small change I can make is to go for a walk for 10 minutes each day.*

**Question:** How can you make bigger goals easier by breaking them down into smaller steps?

- *Example: If my goal is to get outside and walk for 30 minutes each day, I can break it down into smaller parts. First, I'll aim for 10-minute walks, then increase it to 15 minutes, and eventually work my way up to a 30-minute walk.*

### **Step 3: Consider balance**

It's important to find balance between the areas where you're doing well and the areas where you need to grow. Wellness is about using your time and energy wisely, rather than being perfect.

**Question:** How can you keep working on your strengths while also focusing on the areas that need more attention?

- *Example: I'm good at taking care of my social wellness. I see my friends and family a lot and feel connected to them. I also want to pay more attention to my physical wellness. I could set aside time to exercise after work or school and prioritize social time on the weekends to balance both. I could also ask my friends or family if they want to do something active with me when I see them.*

**Question:** What does balance look like for you in wellness? Is it about how you manage your time, feel emotionally, or something else?

- *Example: For me, balance is about managing my time. I try my hardest to make sure I'm not spending too much time on my phone and that I am spending more time on things that make me feel better, like reading a book or spending time outside.*

### **Step 4: Adopt a growth mindset**

Think about how having a growth mindset can help you keep improving your wellness.

**Question:** How can seeing challenges as learning chances help you stay motivated when things get tough?

- *Example: When I feel like I've failed at something, I will remind myself that it's okay I can't change it. After that I'll remind myself it's an opportunity to learn. Like today, I didn't get outside for a walk as I planned. I can ask myself what made it so I didn't go outside and what I can change next time.*

**Question:** How does focusing on progress instead of perfection help you keep moving forward, even on hard days?

- *Example: If I focus on progress, it helps me see small victories. Even if I don't spend time learning my new hobby of playing the piano one day, I'll focus on the days I did practice. This helps me keep going because I know I'm improving bit by bit, not just aiming for perfection.*

Good job completing this wellness check-in! Use what you've learned to stay focused on the progress you make, embrace challenges, and celebrate victories, no matter how small. Remember, wellness is a journey, not a destination!

## Reflect and Connect

We've covered a lot in this module, including:

- Understanding wellness and the different parts that make it up.
- Exploring which parts are important to you and how to balance them.
- Building skills to check in with your own wellness.

Take a moment to think about the questions below and how they relate to your experiences. Think of this as a reflective journal for yourself, which you can refer to later.

Happy reflecting!

### **Which parts of wellness have you thought about before?**

*Example: I've definitely thought about physical wellness, like exercise and eating healthy, I feel like it's one that gets talked about a lot.*



**Are there any parts you've never thought of when you think about wellness?**

*Example: I didn't really think about environmental wellness until now. I guess my environment can affect my mood a lot though, so it makes sense.*

**Are there any areas of wellness that stood out to you?**

*Example: Social wellness stood out to me because I value having close friendships. I can tell that being connected to people really impacts my well-being and how I feel.*



**Were there any surprises in how you prioritized the different parts of wellness?**

*Example: I was a bit surprised at how important I found financial wellness. I guess I have been starting to think more about saving and budgeting lately.*

**Are there any areas of wellness that you're feeling really good about?**

*Example: Social wellness is really important to me. I know I feel best when I get quality time with the people I'm close with. I feel like I've been getting a good amount of that time lately though so I'm happy about that!*

**Are there any areas of wellness you feel could use more attention?**

*Example: Physical wellness. I haven't been spending any time on my physical wellness lately, I would like to get more sleep because that's important to me.*



# Module: Fostering Wellness

This module covers promoting personal wellbeing by exploring thoughts, feelings, and actions, including strategies for fostering wellness in each of these areas.

# Introduction

This module has three sections to help you build your understanding of wellness. You'll explore:

- Promoting healthier thoughts and challenging unhelpful thoughts.
- Understanding your feelings and why it's important to address them.
- Learning how your thoughts, feelings, and actions are connected and strategies to align them.

Each section will take around 15-30 minutes to complete, and you're welcome to take breaks in between.

Each section has activities that connect wellness to your own life to make sure this is useful for you. Be prepared to think about and record your answers in whatever way works best. That could be writing your answers in this workbook or using a different format that works for you like voice recording or typing in a notes app.

At the end of the module, you'll have the chance to put what you've learned into practice with reflection questions. Let's get started!

# Section 1: Exploring Thoughts

Our thoughts play a huge role in our overall well-being. What we tell ourselves about a situation affects how we feel and what we do without us even thinking about it. Whether we're making decisions, interacting with others, or dealing with stress, our thoughts shape our experience and how we respond.

This is also important for our employment journey. Our thoughts about ourselves and our experiences can impact our confidence, job performance, and ability to manage our journey overall. By paying attention to our thoughts, we can create a healthier mindset that supports our work and personal lives.

## **In this section, we'll cover:**

- Learning strategies to notice and understand our thoughts.
- Exploring some common unhelpful thought patterns many of us fall into.
- Building tools to help foster healthier thought patterns to improve overall well-being.

By the end of this section, you'll have a clearer understanding of how to use your thoughts to foster your overall well-being.

# Engage and Explore

## It's all About Balance

Our thoughts are powerful! They can shape how we feel and what we do. But sometimes, our thoughts aren't as accurate or helpful as we might think. That's why it's important to pay attention to what we're thinking and ask ourselves, "Is this accurate?" before getting carried away.

Sometimes, we get carried away with our thoughts and get caught in unhelpful thinking patterns. This can prevent us from seeing situations clearly, and we're going to call these patterns "headspace hazards." It's normal for everyone to experience them sometimes, but if we let them take over, they can make us feel worse or act in ways we might not want to. Let's start by looking at some common headspace hazards.

### Key Point

What are headspace hazards? They are unhelpful thinking patterns that are common but can prevent us from seeing situations clearly.

The chart below lists common headspace hazard. Explore them to see some examples of what each would look like.

Headspace Hazard	Description	Examples
<b>All-or-nothing thinking</b>	All-or-nothing thinking is when we see things as only either right or wrong, good or bad, perfect or terrible, with no middle ground.	<p><i>"I did everything on my to-do list at work today, so it was a good day, not a waste of a day."</i></p> <p><i>"I missed one item on my to-do list today. It was a waste of a day. I shouldn't have bothered trying."</i></p>
<b>Emotional reasoning</b>	Emotional reasoning is when we believe our feelings are facts and use them to judge a situation.	<p><i>"I forgot my slides for my presentation today and ended way earlier than I was supposed to, but I had a good answer for a question. It saved the whole thing. The presentation</i></p>

		<p><i>turned out amazing!"</i></p> <p><i>"Everyone said my presentation went well today, but I can't stop thinking that the font size on my slides was too big. I ruined the whole thing."</i></p>
<b>Fortune-telling</b>	<p>Fortune-telling is when we predict that something will happen without any proof that it will. We might think that things will always go wrong or that everything will go perfectly.</p>	<p><i>"Everything is going to go perfectly fine at the job interview tomorrow. I don't need to prepare."</i></p> <p><i>"I'm never going to get a job. This interview is going to go terribly tomorrow so I shouldn't even</i></p>



		<i>bother trying to prepare."</i>
<b>Labelling</b>	Labeling happens when we think only about the good or bad things about ourselves or others. We might call ourselves or other people names based on one action or trait, which doesn't show the whole picture.	<p><i>"My coworker always has the right answer for everything. They're perfect!"</i></p> <p><i>"My boss pointed out a mistake I made today. They're such a perfectionist – what a jerk!"</i></p>
<b>Mental filtering</b>	Mental filtering happens when we only focus on a situation's negative or positive parts and ignore everything else. We might pay attention to one small thing and	<p><i>"I feel so excited about this job posting I saw! It's meant to be. I'm definitely going to get hired."</i></p> <p><i>"I'm feeling nervous about this</i></p>

	forget the bigger picture.	interview. Something is off and I'm going to mess up the interview. This job isn't for me."
<b>Mind reading</b>	Mind reading is when we assume we know what other people are thinking without any evidence and use that to judge a situation.	<i>"My boss smiled and said hello when I came in today. They must be happy with the work I've been doing lately."</i>  <i>"My boss seems a little off today. I must have made a mistake and messed up somewhere."</i>
<b>Overgeneralizing</b>	Overgeneralizing happens when we think because one situation happened, it will	<i>"I did great on my last test, so I don't need to study for</i>

	<p>always happen to us. We might use words like “always” or “never.”</p>	<p><i>this one. I always do great on tests.”</i></p> <p><i>“I failed my last test, so I won’t even bother studying for the next one. I never do good on tests.”</i></p>
<p><b>Should statements</b></p>	<p>Should statements happen when we pressure ourselves by saying we “should” or “must” do something. This can make us feel like we’re never doing enough or we’re not good enough.</p>	<p><i>“I feel proud that I landed a job. I shouldn’t be proud though since it’s the 20<sup>th</sup> one I’ve applied to.”</i></p> <p><i>“A customer was really rude to me at work today and I ended up crying in the back. I should have been able to handle that without crying.”</i></p>

It's important to be aware of these unhelpful thought patterns so we can notice when they start to happen, acknowledge them, and choose a healthier way of thinking.

### **Key Point**

When we talk about healthy thinking, it's important to know we don't mean looking at everything through a positive lens all the time. Sometimes, challenging things will happen. Healthy thinking is about recognizing both the good and the tough aspects of a situation without getting overly caught up in either. It's about taking a moment to process your thoughts and striving to see things in a more balanced way.

## **Guess the Headspace Hazard**

Now that we've explored some common unhelpful thought patterns let's see what that looks like in real life. Read through each of the scenarios below and identify which headspace hazard is occurring. If you feel stuck, use the table above to help you or check the answers at the end of the section.

### **Situation 1: Catastrophic conclusions**

Kai had a rough day at school after they failed an important test. They immediately thought to themselves, "I always fail. I'll never pass anything again." When Kai got home, they felt hopeless and didn't even want to try studying for the next test.

Which headspace hazard is this?

- a. Overgeneralizing
- b. Fortune-telling
- c. Mind Reading

### **Situation 2: Predicting perfection**

Casey was excited about her upcoming job interview. She kept thinking, "I've got this, nothing can go wrong. I don't need to prepare!" When the interview didn't go as smoothly as expected, Casey was surprised and really disappointed, thinking she had no chance of ever landing a new job now.

Which headspace hazard is this?

- a) Fortune-telling
- b) Mental Filtering
- c) Emotional Reasoning

### **Situation 3: Focusing on faults**

Jordan always noticed when things went wrong. During the week, he got a few compliments on his work and some positive feedback from his boss. However, when one small mistake was pointed out, Jordan couldn't stop thinking about it. He felt like all the good things didn't even matter because of the mistake.

Which headspace hazard is this?

- a. Should Statements
- b. Labeling
- c. Mental Filtering

#### **Situation 4: Stressing the shoulds**

Ari forgot the answer to a question during a meeting and couldn't stop thinking, "I shouldn't have made that mistake during the meeting. I've never had to look up an answer like that before. I should be able to answer a simple question." Ari spent the rest of the day stressing about it and feeling like they let everyone down.

Which headspace hazard is this?

- a. All-or-Nothing Thinking
- b. Should Statements
- c. Overgeneralization

#### **Situation 5: Misreading minds**

Sam overheard his classmates talking but couldn't understand what they were saying. He immediately thought, "They're probably saying something bad about me." He didn't have any proof, but he felt uncomfortable and avoided them for the rest of the day.

Which headspace hazard is this?

- a. Labeling
- b. All-or-Nothing Thinking
- c. Mind Reading

Good job exploring some common headspace hazards! Let's focus on what we can do about it now. It's not just about recognizing these thinking patterns – it's also about learning how to manage them in a way that supports your well-being. Continue to the next

page to take a closer look at how you can apply what you learned to your own life.

## Make it Personal

### Using What You've Learned

Now that you've learned about unhelpful thinking patterns, it's time to explore more helpful thinking patterns. Let's reflect on your own thoughts! The goal is to recognize unhelpful thinking patterns when they come up and choose healthier ways to respond so they don't become a habit.

### Reflective Thought Journal

#### Step 1: Reflect on your thinking

Think about a recent situation where your thoughts might have been unhelpful. Think about these questions:

#### What happened?

- *Example: "I woke up 10 minutes late for my alarm."*

## What was my thought at the time?

- *Example: "I woke up 10 minutes late, now I'm late and my whole day is ruined."*

## Step 2: Challenge the hazard

Now that you've identified the unhelpful thought, it's time to challenge it. Use the following questions to help you think about things more clearly and find a balanced perspective:

### Is this thought really true?

- *Example: "Is my whole day really ruined because I woke up 10 minutes late?"*



**What's the evidence for or against this thought?**

*Example: "Waking up late only made me a little bit behind. The rest of the day is still in my control."*

**What's a more helpful way to think about the situation?**

- *Example: "Waking up late made me a little rushed, but I can still make it to school on time and even if I'm five minutes late it will be okay."*

### **Step 3: Create your strategy**

Think about one practical strategy you could use to manage this type of thinking in the future. For example, you could remind yourself of your strengths, reframe your thoughts, or take a step back to gather more information before jumping to conclusions. Think about the following questions as you create your strategy:


#### **What can you do the next time this type of thinking shows up?**

- *Example: "I'll remind myself that one small setback doesn't ruin my whole day unless I let it. I can work to try and adjust and carry on."*



#### **How does this strategy support your well-being?**

- *Example: "By reminding myself that small mistakes don't ruin things, I can feel less stressed and more in control."*



Great work! By reflecting on your thinking patterns and creating a strategy to manage them, you're building a stronger foundation for more balanced thoughts.

In the next week, try to notice when a headspace hazard pops up. Use the steps you just explored to help manage your thoughts for a more balanced outlook to support your well-being. You can keep track of your progress in a journal or on your phone. Remember, the goal is not perfection. Recognizing when these hazards pop up is a great start to creating helpful thinking patterns.

## **Guess the Headspace Hazard Activity Answers**

### **Situation 1: A**

This is an example of overgeneralizing. Kai takes one failure and assumes it will always happen. Overgeneralizing makes it harder to try again and can make us feel hopeless.

### **Situation 2: A**

This is an example of fortune-telling. Casey is predicting that everything will go perfectly and doesn't prepare, which sets her up for disappointment when things don't go as expected.

### **Situation 3: C**

This is an example of mental filtering. Jordan is focusing only on the negative feedback and ignoring all the positive comments, making the situation seem worse than it is. Small mistakes are normal, and he's gotten compliments and positive feedback on his work throughout the week.

### **Situation 4: B**

This is an example of should statements. Ari is putting pressure on themselves with the "should" of being perfect, which leads to stress and self-criticism.

### **Situation 5: C**

This is an example of mindreading. Sam assumed he knew what his classmates were saying without any proof, and it caused him to feel uncomfortable.

## Section 2: Navigating Feelings

How we feel is an essential part of our overall wellness. Our emotions affect our ability to approach daily tasks, interact with others, and deal with challenges. When we understand and regulate our emotions, we can improve our well-being and navigate life with more confidence.

This is also important for our employment journey. How we feel can influence all sorts of things related to work, like whether we apply for jobs, how we do in interviews, how we handle stress at work, or how we interact with our coworkers.

### **In this section, we'll cover:**

- Understanding different types of emotions and how they show up in your life.
- Exploring the importance of acknowledging and addressing your feelings.
- Developing tools to help you manage emotions in a healthy way.

By the end of this section, you'll have a better understanding of your feelings and how to use that knowledge to improve your overall wellness.

# Engage and Explore

## Acknowledging Feelings

Feelings are a natural part of being human. But sometimes, knowing what we're feeling or how to express it can be hard. When feelings aren't good, we tend to want to avoid them. Feelings are kind of like a beach ball, though. If you've ever tried to shove a beach ball under water, you know there's only so far you can push it before it's going to pop up, and it's probably going to be somewhere you don't expect.

If we don't acknowledge our feelings and we keep pushing them down, they are going to pop up again somewhere else. This might look like overreacting to a completely different situation or even getting physically ill. This is why it's important to address and accept our feelings, so these things don't happen.

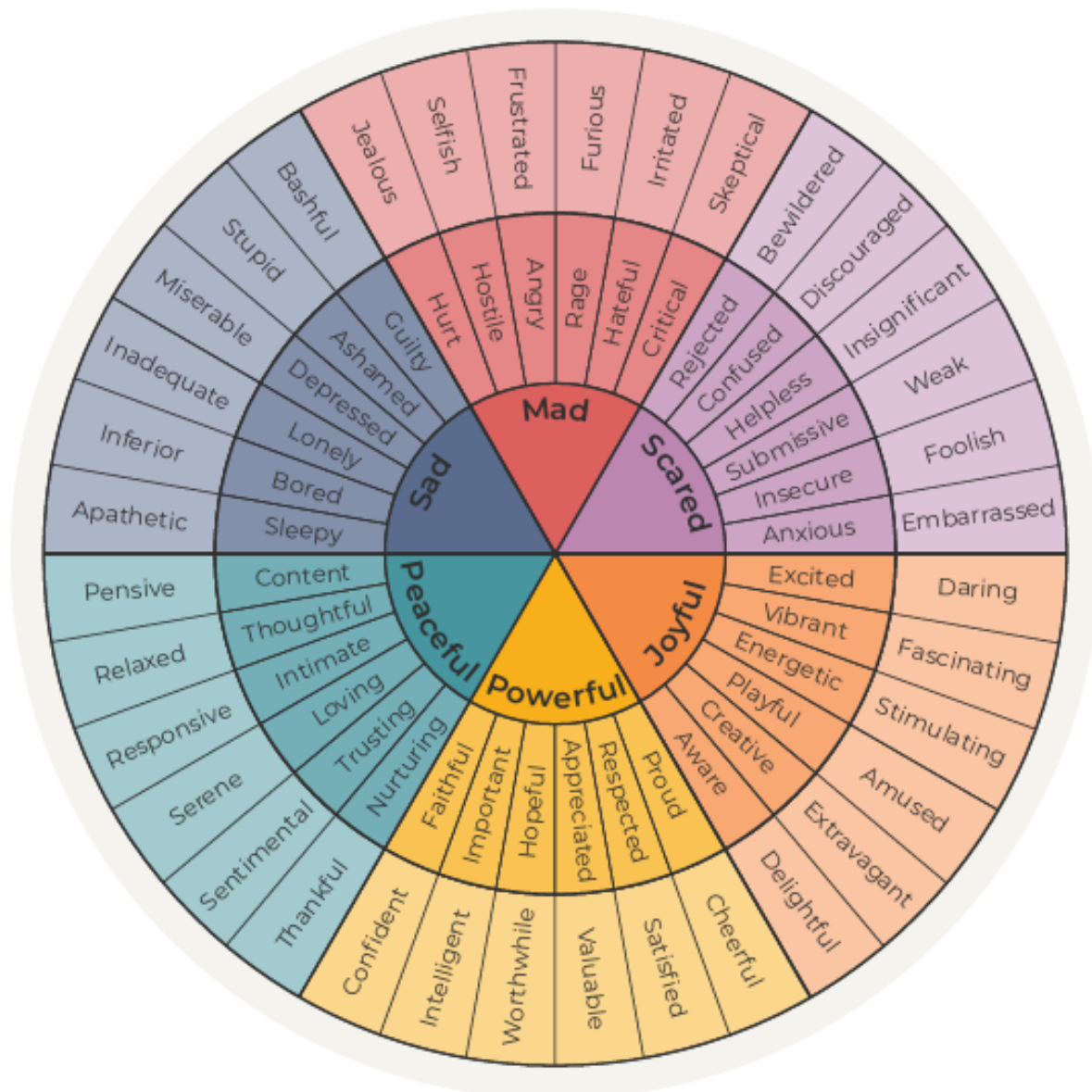
## The Feelings Wheel

Feelings can be hard to identify, and we often don't have the language to do it. The feelings wheel is a tool that can help! It was made to help label and organize emotions, making it easier to understand what you're feeling and why.

For example, if you generally feel sad, the wheel can help you narrow down that you actually feel lonely and a bit isolated after moving to a new city. Or, if you know you're embarrassed because you made a mistake at work, you might realize you're also feeling insecure in your abilities and a bit scared that you're not qualified

enough for your role. Identifying and naming the emotion in more detail can often make it easier to address and accept it.

Use the feelings wheel below and chart of feelings to explore different emotions! While this wheel doesn't cover every emotion, it's a great place to start.



*The Feelings Wheel was developed by Gloria Willcox in 1982. This version of the wheel is taken from the Gottman Institute's The Feeling Wheel PDF Resource.*



Core Feelings	Middle Feelings	Outer Feelings
<p><b>Mad</b></p> <p>Feeling strong anger or displeasure, usually in response to something unfair or upsetting. It can lead to feelings like irritability or frustration and might be intense or mild.</p>	<p><b>Hurt</b></p> <p>Feeling pain caused by someone or something.</p> <p><b>Hostile</b></p> <p>Feeling ready to argue or fight with others.</p> <p><b>Angry</b></p> <p>Feeling upset or displeased about something.</p> <p><b>Rage</b></p> <p>Feeling intense, all-consuming, and uncontrollable anger.</p> <p><b>Hateful</b></p> <p>Feeling a strong dislike toward someone or something.</p> <p><b>Critical</b></p> <p>Feeling the need to judge or find something wrong with</p>	<p><b>Skeptical</b></p> <p>Feeling doubt or lack of trust.</p> <p><b>Irritated</b></p> <p>Feeling annoyed or bothered by someone or something.</p> <p><b>Furious</b></p> <p>Feeling very angry about a specific event or situation, while still having some control over your actions.</p> <p><b>Frustrated</b></p> <p>Feeling that something out of your control is stopping things from working out the way you want them to.</p>

	someone or something.	<p><b>Selfish</b> Feeling focused only on yourself, with little concern for others.</p> <p><b>Jealous</b> Being envious of what someone else has or experiences.</p>
<p><b>Scared</b> Feeling fear or anxiety, usually due to something that you feel is dangerous. It can lead to more feelings like nervousness or a make you want to escape a situation.</p>	<p><b>Confused</b> Feeling uncertain or unable to understand something.</p> <p><b>Rejected</b> Feeling unwanted or dismissed.</p> <p><b>Helpless</b> Feeling unable to do anything to improve a situation.</p>	<p><b>Bewildered</b> Feeling completely puzzled or unsure uncertain of what is happening.</p> <p><b>Discouraged</b> Feeling unenthusiastic about future events and situations.</p>

	<p><b>Submissive</b> Feeling inclined to give into others.</p> <p><b>Insecure</b> Feeling unsure of yourself or your abilities.</p> <p><b>Anxious</b> Feeling very nervous or worried about something.</p>	<p><b>Insignificant</b> Feeling unimportant or unnoticed.</p> <p><b>Inadequate</b> Feeling like you are not good enough or not capable.</p> <p><b>Embarrassed</b> Feeling self-conscious or uncomfortable in front of others.</p> <p><b>Overwhelmed</b> Feeling like you have too much to handle or deal with.</p>
<p><b>Joyful</b> Feeling a deep sense of happiness. It can include more feelings</p>	<p><b>Exited</b> Feeling eager and full of energy about something.</p> <p><b>Sensuous</b> Feeling that something</p>	<p><b>Daring</b> Feeling ready to take risks or try something new.</p> <p><b>Fascinating</b> Feeling deeply</p>

<p>like excitement and energy and is often from positive things happening or a general sense of well-being.</p>	<p>is pleasing to your senses.</p> <p><b>Energetic</b> Feeling full of vitality and enthusiasm.</p> <p><b>Cheerful</b> Feeling happy and bright, with a positive attitude.</p> <p><b>Creative</b> Feeling inspired to make or think of new things.</p> <p><b>Hopeful</b> Feeling that good things are possible in the future.</p>	<p>interested in something.</p> <p><b>Stimulating</b> Feeling energized and interested by in something and motivated to keep going with it.</p> <p><b>Amused</b> Feeling entertained or finding something funny.</p> <p><b>Playful</b> Feeling like you want to engage in fun activities.</p> <p><b>Optimistic</b> Feeling confident about the future and able to see the positives.</p>
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<p><b>Powerful</b></p> <p>Feeling a sense of strength or like you're in control. It comes from a sense of confidence and competence and could include other feelings like such as success and self-assurance.</p>	<p><b>Aware</b></p> <p>Feeling conscious and alert to what's around you.</p> <p><b>Proud</b></p> <p>Feeling satisfied and pleased with your achievements or qualities.</p> <p><b>Respectful</b></p> <p>Feeling consideration or admiration for others.</p> <p><b>Appreciated</b></p> <p>Feeling valued and acknowledged by others.</p> <p><b>Important</b></p> <p>Feeling significant or needed in a situation or relationship.</p> <p><b>Faithful</b></p> <p>Feeling loyal and committed to someone or something.</p>	<p><b>Surprised</b></p> <p>Feeling shocked by something unexpected.</p> <p><b>Successful</b></p> <p>Feeling accomplished after achieving a goal.</p> <p><b>Worthwhile</b></p> <p>Feeling that something is deserving of time and effort.</p> <p><b>Valuable</b></p> <p>Feeling unique and significant to others or a cause.</p> <p><b>Discerning</b></p> <p>Feeling insightful and able to understand situations clearly.</p> <p><b>Confident</b></p> <p>Feeling sure of</p>
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		yourself and your abilities.
<p><b>Peaceful</b></p> <p>Feeling calm and relaxed, where with there is a sense of harmony and balance. It can include the absence of stress, worry, or conflict and includes other feelings like content and security.</p>	<p><b>Content</b></p> <p>Feeling satisfied and at ease with what you have or where you are.</p> <p><b>Thoughtful</b></p> <p>Feeling considerate towards other's needs and feelings.</p> <p><b>Intimate</b></p> <p>Feeling a close, personal connection with someone or something.</p> <p><b>Loving</b></p> <p>Feeling deep affection and care for someone or something.</p> <p><b>Trusting</b></p> <p>Feeling able to rely on others.</p>	<p><b>Relaxed</b></p> <p>Feeling calm and free from stress.</p> <p><b>Pensive</b></p> <p>Feeling thoughtful and reflective on something important.</p> <p><b>Responsive</b></p> <p>Feeling able and willing to react to the needs of others.</p> <p><b>Serene</b></p> <p>Feeling calm and undisturbed.</p> <p><b>Secure</b></p> <p>Feeling safe and free from worry.</p> <p><b>Thankful</b></p> <p>Feeling</p>

	<p><b>Nurturing</b> Feeling a desire to care for and support others.</p>	<p>appreciation for what you have or what others have done for you.</p>
<p><b>Sad</b> Feeling sorrow, disappointment, or unhappiness usually because of loss, hurt, or unmet expectations. It can cause pain, tears, or withdrawal.</p>	<p><b>Guilty</b> Feeling responsible for something bad that happens.</p> <p><b>Ashamed</b> Feeling bad about an action you made or a quality about yourself.</p> <p><b>Depressed</b> Feeling persistently sad, or lacking hope and energy.</p> <p><b>Lonely</b> Feeling isolated or like you don't have enough connection to others.</p> <p><b>Bored</b> Feeling like you want to engage in satisfying</p>	<p><b>Remorseful</b> Feeling regret for your actions.</p> <p><b>Stupid</b> Feeling like you made a silly mistake.</p> <p><b>Inferior</b> Feeling less than or inadequate compared to others.</p> <p><b>Isolated</b> Feeling cut off or separated from others.</p> <p><b>Apathetic</b> Feeling indifferent or</p>

	<p>activities, but you are unable to.</p> <p><b>Tired</b> Feeling in need of rest, physically or mentally.</p>	<p>lacking interest or emotion.</p> <p><b>Sleepy</b> Feeling the need to rest or sleep.</p>
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## Emotions in Action

Consider the scenarios and think about how you might feel. The Feelings Wheel and chart above can help you label the emotions you might feel in these situations.

**Scenario 1:** A friend made fun of you for something outside your control. How might you feel in response?

**Scenario 2:** You're about to speak in front of a large group for a presentation, and you're worried about making a mistake. What feelings might come up?



**Scenario 3:** You're having a really fun time seeing some friends. Everyone is laughing and having a great time. How might you feel?

**Scenario 4:** You completed a big assignment for school. You got a high grade, and the teacher complimented your work. How might you feel after this?

**Scenario 5:** After a long and busy day, you're finally able to relax!  
How would you feel in this situation?

**Scenario 6:** You're feeling disconnected from friends and don't have any plans for the upcoming weekend. What feelings might come up?

Great work! Now that you've explored some feelings and learned how to label them, move to the next part to explore how to identify feelings in your day-to-day life.

## Let's Practice

Let's practice by directly reflecting on your emotions right now! Take a moment to think about how you're feeling – you've just learned a

lot about emotions and strategies for acknowledging them. Use the steps below, we're going to call them the 5 A's, and the Feelings Wheel to help you explore your emotions. Write your answers below or in a notes app or another digital format that works for you.

## **The 5 A's for Feeling your Feelings**

### **1. Acknowledge**

Pause. Take a moment to stop, take a breath, and acknowledge that you're checking in with yourself. Is anything popping up right away? Maybe you're feeling happy, sad, frustrated, or something else? It's okay to feel anything – recognize that you're taking this moment for yourself.

### **2. Assess**

Pay attention to your body. Do you feel tension in your shoulders, butterflies in your stomach, or tightness in your chest? These physical signs can help you understand your emotions more clearly.

### **3. Analyze**

Look at the feelings wheel and try to name what you're feeling. For example, are you feeling anxious, relaxed, angry, or calm? Naming a feeling can help you understand how your body is reacting.

### **4. Ask**

Think about what happened before you started feeling this way. Did something specific cause you to feel happy, angry, or sad? Understanding the reason behind your emotion can help you make sense of it.

### **5. Accept**

It's okay to feel whatever you're feeling. Don't judge yourself or try to push your emotions away. All emotions are normal and letting yourself feel them is important.

Nice job! You've done great using the Feelings Wheel and practicing how to check in with your emotions. It can be tough to understand our emotions, but the more we practice the better we get. So, we challenge you to keep putting your hard work to practice!

### **We challenge you!**

- Remember your five A's! Write them down somewhere if you need.
- Save the image of the Feelings Wheel, print it out, or take a screenshot and keep it on your phone so you always have it with you.
- Use these anytime during the day when you feel like you need to check in with yourself – whether you're feeling overwhelmed, unsure, or need a moment to understand your emotions. The Feelings Wheel can help guide you, no matter what you're feeling!

## Section 3: Aligning Actions

Our actions are an important part of our overall wellness. The things we do every day can either support or hinder how we feel, how we handle stress, or how we approach our goals. By recognizing the connection between our actions and well-being, we can make choices that help us reach our goals while taking care of ourselves.

This is especially important as we navigate our employment journey. Our actions, whether staying organized, practicing selfcare, or focusing on relationships with others, can impact everything our job search to how well we do at work.

### **In this section, we'll cover:**

- Understanding the impact of your daily actions on your well-being.
- Identifying actions that can support your well-being.

At the end of this section, you will have a better understanding of how to foster actions that support your well-being.

## Engage and Explore

### **Understanding the Impact of Actions**

Behaviors are the actions we make every day, and they play a huge role in our wellness. When we make healthy choices or positive

actions, these behaviors help us feel better and improve the way we live our lives.

For example, if you regularly get enough sleep, your mood improves, you feel more energized, and you can handle stress better. Similarly, practicing gratitude, exercising, or managing time well can lead to more positive emotions, less stress, and a greater sense of balance.

However, not all behaviors are equally helpful. Some behaviors can leave us feeling drained, stressed, or disconnected, like procrastinating, isolating ourselves, or focusing too much on negative thoughts. Recognizing the connection between our behaviors and how we feel can help us choose actions that contribute to our overall wellness.

## Behaviour Match

Consider the actions below and think about how each one might affect your wellness. Match each one with the most likely result by writing the letter of the outcome beside the matching action in the space provided. You can find the answers at the end of the section.

1. Getting enough sleep
2. Checking social media constantly
3. Spending time with people close to you



4. Skipping meals because you're busy ☐

5. Staying up late bingeing a show ☐

6. Practicing mindfulness or deep breathing ☐

- A. Increased stress and anxiety
- B. Better ability to handle stress
- C. Not being able to focus and feeling tired
- D. More energy and a better mood
- E. Stronger connections and feeling happier
- F. Feeling irritated and hungry

Nice job! Now that you've explored how our actions can impact our wellness, consider what this looks like for some of your actions. Write your answers below or in a notes app or another digital format that works for you.

**Question:** Think about your daily behaviors. Can you identify some actions you currently take that support your wellness?

- *For example: behaviors like exercising, eating healthy, spending time with loved ones, or getting enough sleep.*

**Question:** Now, think about some behaviors that might hurt your wellness or make you feel worse. How do you feel after engaging in the behaviors that support your wellness?

- *For example: staying up too late, not eating enough, avoiding exercise, or checking social media too much.*
- *Think: Do you feel more energized, calm, happy, or focused?*

**Question:** How do you feel after engaging in behaviors that negatively impact your wellness?

- *Think: Do you feel tired, stressed, anxious, or distracted?*

**Question:** What are one or two behaviors you would like to work on changing or improving?

- *Think: Is there something you can adjust, like getting more sleep, managing screen time, or eating more balanced meals?*

**Question:** What small changes could you make to support your wellness more effectively?

- *Think: What realistic actions can you take every day to improve how you feel and how you care for yourself?*



Great work! Continue to the next page to use this information.

## **Make it Personal**

### **Use What You Learned**

We're going to create a behaviour log that you can use to further explore your actions over the next week and how they impact your wellness.

### **Instructions:**

Over the next couple of days, use the behaviour log below to track your actions and how they make you feel. The goal is to identify which behaviors support your wellness and which ones might need adjusting.

Follow the steps below to complete your log each day:

#### **1. Record your actions**

Each day, write down key behaviors you've engaged in, such as:

- Physical activity (e.g., exercise, walking)
- Social interactions (e.g., spending time with friends/family)
- Meals (e.g., healthy eating, skipping meals)
- Screen time (e.g., time spent on social media, watching TV)
- Sleep (e.g., how much sleep you got)

## 2. **Rate how you felt**

After each action, reflect on how it made you feel. Use the scale below to rate each behavior on how it impacted your mood and well-being:

- 1 = Not great: I felt tired, stressed, or unhappy.
- 2 = Somewhat okay: I didn't feel much, but it wasn't bad.
- 3 = Neutral: I felt neither good nor bad, just okay.
- 4 = Pretty good: I felt energized, calm, or happy.
- 5 = Amazing: I felt really great, focused, or accomplished.

## 3. **Identify patterns**

At the end of the week, look back at your log to see which behaviors had the most positive or negative effects. Are there any habits that made you feel really great? Did anything leave you feeling drained or stressed?

## 4. **Reflect**

Use this information to think about how you can build more wellness-supporting behaviors into your life and make changes where needed.

## Your Behaviour Log

Day	Behaviour	Rating	How I Felt
Monday			
Tuesday			
Wednesday			
Thursday			

Friday			
Saturday			
Sunday			

## Reflect and Connect

We've covered a lot in this module, including:

- Exploring how to promote healthier thoughts and challenge unhelpful thoughts.
- Understanding your feelings and why it's important to address them.
- Exploring behaviours that promote wellness.

Take a moment to think about the questions below and how they relate to your experiences. Think of this as a reflective journal for yourself, which you can refer to later.

Happy reflecting!

**What are some common headspace hazards that you've encountered?**

*Example: "Labeling. I am quick to label myself as terrible at something if I make one mistake."*





## How can recognizing headspace hazards help you in everyday situations?

*Example: "When I notice I'm overgeneralizing I'll remind myself that one bad experience doesn't mean I'll always fail."*

What behaviours supported your wellness?

*Example: "Exercising, doing something creative and spending time with friends and family all made me feel good. It seems like moving my body, being creative and connecting with others really helps my wellness."*

**What behaviours didn't support your wellness?**

*Example: "Scrolling on my phone for too long, skipping meals and staying up late didn't make me feel great. These things seemed to have a negative impact on my wellness."*

**What small changed could you make to support your wellness more effectively?**

*Example: "I could put my phone down 30 minutes before bed and do something relaxing instead. I could make sure I pack a lunch I really like so I want to eat lunch."*

### **Behaviour Match Activity Answers**

- Action 1: D
- Action 2: A
- Action 3: E
- Action 4: F
- Action 5: C
- Action 6: B



# Module: Creating a Wellness Plan

This module covers how to develop a personal wellness plan, including strategies for creating and maintaining healthy habits and focusing on thoughts and behaviours that are within one's control.

# Introduction

This module has three sections to help you build your understanding of wellness. You'll explore:

- Taking control of your wellness by identifying and focusing on the areas you can influence.
- Building wellness habits to keep up your well-being over time.
- Maintaining habits by staying resilient when challenges come up and adapting when needed.

Each section will take around 15-30 minutes to complete, and you're welcome to take breaks in between.

Each section has activities that connect wellness to your own life to make sure this is useful for you. Be prepared to think about and record your answers in whatever way works best. That could be writing your answers in this workbook or using a different format that works for you like voice recording or typing in a notes app.

At the end of the module, you'll have the chance to put what you've learned into practice with reflection questions. Let's get started!

# Section 1: Taking Control

Talk about taking care of our wellness is great, but sometimes it can feel hard to know where to start. Life is full of uncertainties and challenges and sometimes we can feel overwhelmed by all the things happening around us. It's easy to start focusing on things outside of our control, which can get overwhelming. Focusing on what we can control can make things a little less overwhelming and is important for creating realistic and manageable habits.

## In this section we'll cover:

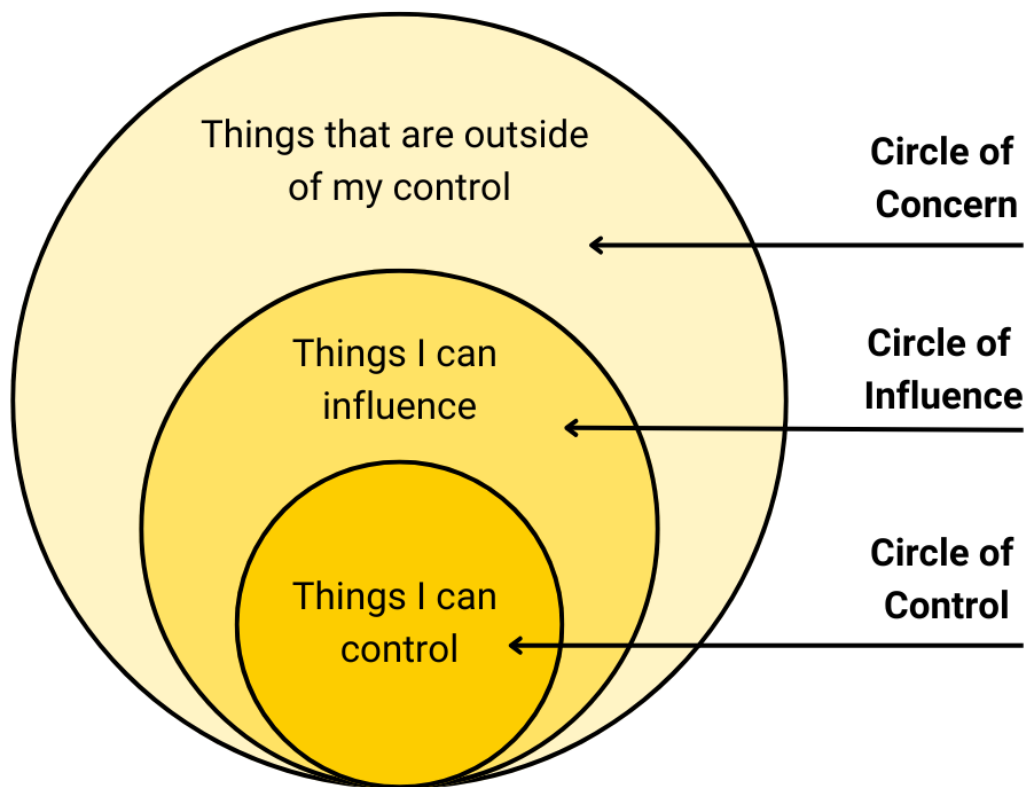
- Understanding what we can control and what is out of our influence.
- Applying what we learned to better navigate situations in everyday life or our employment journey.

By the end of this section, you'll have a better understanding of what is in and out of your control so you can navigate situations and set clear intentions.

## Engage and Explore

### Your Sphere of Influence

Let's get started! Below, you'll find the Sphere of Control. It's an image that can help us understand what we can and cannot control. Read about each area.



*The Sphere of Control resource is largely based off Stephen Covey's circle of concern, influence, and control developed in 1989.*

## **Sphere of control**

This represents the things you can directly control in your life. You can change and take responsibility for these things. This includes your:

- Thoughts and choices
- Behaviours and actions
- Attitudes and feelings

## **Sphere of influence**

This represents the aspects of your life you can't control directly, but you can influence a little. This includes your:

- Relationships with others
- Communication
- Interactions

## **Sphere of concern**

This represents things you have little control or influence over. Focusing too much on these things can make you feel stressed or helpless. This includes:

- Other people's thoughts and opinions
- Other people's choices and actions
- Global events
- Future situations
- Past events

Recognizing what you can control and influence can help you reduce stress by allowing you to focus your energy on what you can change. It empowers you to make informed choices, set realistic goals, and improve your relationships with others by communicating more effectively.

By accepting what's beyond your control and adapting to challenges, you build resilience and grow personally, which are both important for your well-being!



## What You Can and Cannot Control

Let's look at things you can and cannot control. Sort the examples of items you might see in your daily life into where they would fit on the Sphere of Influence by writing it's number in the blank table provided. If you need help look at the Sphere of Influence above or the answers at the end of the section.

Items to sort:

1. The way others receive the advice or feedback you give them
2. How you manage your time
3. Your teacher's or manager's decisions
4. Your relationships with coworkers or classmates
5. The goals you set for yourself
6. The way you react to other people's opinions
7. What you ate for dinner last week
8. How your team or group project works together
9. Your personal habits (e.g., eating, sleeping, etc.)
10. The boundaries or expectations you have with your friends
11. Events that are going to happen in the future
12. How you respond to a stressful situation
13. The atmosphere in your class or your workplace
14. Other people's thoughts
15. The weather

Sphere of Control	Sphere of Influence	Sphere of Concern

There will be situations out of our control and feelings we have about them – that’s natural! What is important is that we can identify the parts that we can control and accept the parts we cannot. Doing this helps our overall well-being.

For example:

- You feel stressed about an upcoming due date and worry you won’t finish everything on time.
  - You can’t control how much time you have left or how quickly time passes.
  - But you can control how you manage your time and break tasks into smaller chunks, accepting that you can only do your best.
- You feel like your friend is in a bad mood and you’re stressed that it’s something you’ve done.

- You can't control how your friend is feeling.
- But you can control how you communicate with them by asking if everything is okay.

Keep going to explore what is in your control each day.

## **Make it Personal**

### **Focusing on What You Can Control**

Let's practice focusing on what's in your control and build skills to do this in your daily life! Read the everyday situations below (or think about one of your own) and consider the questions below to identify what is in your control, what you can influence, what is outside your control, and what you can do with what's in your control. Write your answers below or in a notes app or another digital format that works for you.

#### **Situation 1**

You have a big due date coming up soon and you're not sure if you'll be able to finish everything in time.

**Question:** What is in your control?

- *Example: The amount of time I spend on the task, how I organize my work and break down the tasks, or whether I ask for help if I need it.*

**Question:** What can you influence but not fully control?

- *Example: The grade that I get on my work.*

**Question:** What is outside of your control?

- *Example: The due date.*

**Question:** What can you do with what's in your control?

- *Example: Set up a realistic schedule for what I can get done, break the work into smaller, more manageable steps to avoid feeling overwhelmed, or ask for help or clarification from others if I need it.*



## **Situation 2**

You feel like a friend or family member is upset with you, but you're unsure why.

**Question:** What is in your control?

- *Example: How I respond to the situation, like approaching the person to talk or how I choose to manage my emotions or reaction.*

**Question:** What can you influence but not fully control?

- *Example: The outcome of the conversation or whether the misunderstanding gets cleared up.*

**Question:** What is outside of your control?

- *Example: The other person's perspective or reasons for being upset or how the other person chooses to express their feelings.*

**Question:** What can you do with what's in your control?

- *Example: Reach out to the person and ask if they want to talk about what's going on, stay open-minded and listen to their perspective while trying not to get defensive, or manage my feelings of confusion or worry in a healthy way.*

### **Situation 3**

You're feeling overwhelmed because your teacher or boss keeps changing plans, and you don't really know what's expected of you.

**Question:** What is in your control?

- *Example: How I manage my tasks and prioritize them or how I ask for clarification or seek further details about expectations.*

**Question:** What can you influence but not fully control?

- *Example: The clarity of communication between me and my boss or teacher.*

**Question:** What is outside of your control?

- *Example: Changes in the overall plan or direction made by my teacher or boss.*



**Question:** What can you do with what's in your control?

- *Example: Stay organized taking time to adjust my work plan whenever things change or proactively ask for clear and consistent updates on what is expected.*

Great work! Focusing on what's in your control is an important skill for taking care of your wellness.

**What You Can and Cannot Control Activity Answers:**

**Sphere of Control:** 2, 5, 6, 9, 12

**Sphere of Influence:** 1, 4, 8, 10, 13

**Sphere of Concern:** 3, 7, 11, 14, 15

## Section 2: Building Wellness Habits

Now that we've looked at focusing on what's in our control and actions we can take, we'll look at the way our actions help us take control of our wellness with wellness habits.

Wellness habits are the small actions you take every day to support your overall well-being. These habits help you stay healthy, energized, and focused. Creating a routine makes it easier to take care of yourself without having to actively think about it every day. Small actions add up and help you make big progress for your overall well-being!

### **In this section, we'll cover:**

- Understanding what wellness habits are and why they are important.
- Exploring your habits and how they impact your well-being.

By the end of this section, you will have a better understanding of the small things you can do each day to support your overall well-being.

## Engage and Explore

### **Wellness Habits**

The thing with habits is that they don't need to be big actions – they just need to be consistent. For example, if you want to eat healthy at work, maybe you plan and prepare a meal the night before so

you're not scrambling in the morning. Or, if you want to work out in the morning, you could set out your clothes the night before, making it easier to get up and go. These small actions save time and energy during the day, so you can focus on what you've planned to do.

Look at the example timelines below to see how different habits work to support our wellness each day.

<b>Example Timeline 1</b>	
<b>Mornings usually look like...</b>	
8-8:30 am	Wake up, grab phone, and scroll social media
8:30-9 am	Brush teeth and get ready
9-9:30 am	Eat breakfast
<b>Daytime usually looks like...</b>	
Around 1 pm	Eat lunch
Around 1:30 pm	Take a break, get some exercise or movement in

### Evenings usually look like...

6-6:30 pm	Eat dinner
7:30 pm	Watch TV
Around 10:30 pm	Get ready for bed and scroll my phone for a bit

### Example Timeline 2

#### Mornings usually look like...

Around 10 am	Wake up and take a few minutes to reflect on what I'm grateful for
10:45 am	Drink some water take a moment to loosen up my muscles
11 am	Get ready for the day

#### Daytime usually looks like...

Around 2 pm	Try and grab something to eat
<b>Evenings usually look like...</b>	
7 pm	Make or order dinner
8 pm	Get some stuff done that I've been putting off, maybe clean the house
10 pm	Watch some TV, game, or see friends
Around 12 am	Start getting ready and head to bed

<b>Example Timeline 3</b>	
<b>Mornings usually look like...</b>	
6:30 am	Wake-up and stretch for 5-10 min, maybe do a short meditation.
7:30 am	Get ready for the day, think about goals for the day to stay focused

10 am	Take a 5 min break, step away from work, stretch, or walk around
<b>Daytime usually looks like...</b>	
12 pm	Have lunch
Around 1:30 pm	Take a short break to do a quick mindfulness exercise and check-in
4 pm	Get outside or do some light stretching to decompress
<b>Evenings usually look like...</b>	
6-6:30 pm	Eat dinner
7:30 pm	Relax with a hobby or maybe spend some time with family or friends
8:30 pm	Start winding down, limit screen time, take a hot shower or bath

Around 10:30 pm	Get to sleep try and get a good night's rest for the next day
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We can see that there are many things we do each day without even thinking about it and these routines and habits impact our well-being each day. There are some habits, like brushing our teeth, that we have been doing since we were a child and others that we learn over time, like grabbing our phone when we wake up. We usually do these things without thinking so making small changes each day can have a large impact over time. Continue to the next page to look at some of your habits.

## Make it Personal

### Map Your Habits

Now it's your turn to map out your habits! You can see things that are going well and what could change to support your wellness over the long run. These could be things like getting more sleep, making more food at home, or getting more exercise.

#### Step 1: Create your own timeline

Use the times of day to think about the things you usually do each day to understand your routines and habits. Record your habits in the chart below.



Mornings usually look like...	
<i>Approximate time</i>	<i>Key habit</i>
Daytime usually looks like...	
Evenings usually look like...	

## **Step 2: Identify what works well**

Think about the things that work well with your current routine and habits.

**Question:** What are things you do right now that you want to keep doing?



## **Step 3: Think about things you would like to change**

**Question:** Are there any routines or habits you would like to start or stop doing?



Great! Now that you've identified habits you want to work on, let's explore how. Creating lasting wellness habits can sometimes feel

challenging, but small, manageable changes can add up to big results over time!

Explore the strategies below to help you build new wellness habits.

Strategy	Description	Example
<b>Set yourself up for success</b>	Make your habits easy to achieve. Use natural starting points like the beginning of the week or month. Small changes in your environment can make a big difference.	<i>If mornings are busy, move your workout to the afternoon, or start with a 10-minute walk if running feels too hard. To eat healthier, place fruits and healthy snacks in easy to reach places.</i>
<b>Start small</b>	Begin with a simple step tied to the habit you want to build. Make it realistic and easy. Starting small helps you ease into a habit without	<i>Stretching for five minutes in the morning or writing down one thing you're grateful for at night.</i>

	feeling overwhelmed.	
<b>Build gradually</b>	Once you've achieved a small goal, challenge yourself to go further. Gradual progress keeps you motivated while avoiding burnout.	<i>Stretching for five minutes in the morning or writing down one thing you're grateful for at night.</i>
<b>Use triggers and cues</b>	Identify reminders in your daily life to prompt your habit. Reminders make them more automatic and easier to complete.	<i>This could mean doing the habit at the same time each day, like going to bed at 10 p.m., or attaching new habits to existing ones, like flossing your teeth immediately after brushing them.</i>
<b>Be consistent</b>	Consistency is key to building habits. Challenges and missed days will happen, but don't	<i>If evening workouts don't fit, try mornings. If you miss a day or feel unmotivated, that's okay, try</i>

	let them discourage you. If the habit isn't working, adjust your approach. Keep trying and remember that challenges are part of the process.	<i>refocusing on why you started.</i>
<b>Celebrate your wins</b>	Acknowledge your progress and celebrate small wins. Regular check-ins help you refine your strategy and build your habits.	<i>If evening workouts don't fit, try mornings. If you miss a day or feel unmotivated, that's okay, try refocusing on why you started.</i>

*These strategies are largely based on Strategies for Creating Lasting Change through Habit Formation from the Ontario Psychological Association.*

## Section 3: Maintaining Wellness Habits

Now that we've explored taking control of our wellness by building healthier habits that work for us, we are going to look at how to keep up these habits. It's important to know that wellness isn't a straight path. This is completely normal and learning to be kind to ourselves as we bounce back after setbacks is a crucial skill.

This is also important for the employment journey. Through the journey we'll face successes and failures, and we'll need strategies to respond to both.

### **In this section, we'll cover:**

- Understanding resilience.
- Building strategies to overcome setbacks.

By the end of the section, you will have a better understanding of strategies to overcome challenges and how to use these to maintain healthy habits.

## Engage and Explore

### **The Journey of Wellness**

If you've ever tried to build a new habit like going to bed earlier or exercising regularly, you know that it can feel like one step forward

and two steps back. The good news is that these ups and downs don't mean you're failing. It's all part of being human.

Imagine you've told yourself you will go for a short stroll outside every day. You do great for a week! Then it rains. The next day, you oversleep. The day after that, you forget until later and think, "What's the point? I didn't go yesterday." Before you know it, you've missed three days in a row, and you completely give up on your new habit.

Moments like this can feel frustrating, but they're also completely normal. It's important to have the skills to learn from these experiences and say, "It's okay that happened. Now, what can I do to move forward?" Instead of giving up when something goes wrong, resilience is when you adapt, try different strategies, and stay flexible. This is an important part of maintaining your habits and routines over time.

## **Resilience Exploration**

Let's look at some strategies for resilience in different situations. Read the scenarios below and circle a response that feels the most supportive for you or think of your own that would work best for you.

This is just for exploration, there are no right or wrong answers. It's a way to think about different approaches and see which one could work best for you.

**Situation 1:**

You planned to get outside after work to reduce stress and decompress after your shift. Your boss has asked you to stay late, though. By the time you get home, you're feeling too tired to go outside.

Do you:

1. Give yourself permission to reschedule for a time when you're more rested.
2. Go outside for five minutes because even if it's shorter than you planned, it's better than nothing.
3. Decide you're going to change your approach and start going outside before your shifts instead, because the time you start work is more reliable.

**Situation 2:**

You decided to start your day with a quick gratitude journal each morning when you wake up, but your week was busier than normal. You were exhausted and kept waking up too late to do your journal.

Do you:

1. Shift your journalling time to the evening and accept that mornings aren't the best time of time for you to do this activity.



2. Start by writing just a couple quick notes or bullet points when you have a spare moment during the day.
3. Share your gratitude goal with a friend and make a plan to text each other three things you are thankful for every morning for accountability.

### **Situation 3:**

You're trying to eat more nutritiously, but you find yourself reaching for chips late at night because you had a long and stressful day. You deserve a treat!

Do you:

1. Notice that you want to snack at night and plan a healthy alternative you really enjoy.
2. Offer yourself compassion and acknowledge that you're feeling stressed and remember that one moment doesn't define your whole journey.
3. Allow yourself to have late night chips once and a while. But put a specific serving size in a bowl instead of taking the whole bag and eating until you feel stuffed.

Great work! Now that we've looked at some situations and identified ways to respond that support you in keeping up with habits, let's apply this to your daily life. Continue to build some of your own strategies for resilience.

# Make it Personal

## Building Resilience

We've looked at some scenarios where staying resilient is key for maintaining wellness routines and habits. Now, let's create some of your own strategies to use when you run into challenges in your day-to-day life.

Below are five strategies for resilience. Read through each one and use the questions below to think about how you could apply it in your life. Write your answers below or in a notes app or another digital format that works for you.

### **Strategy 1: Look for opportunities to grow**

See challenging situations as opportunities to learn and grow.

**Question:** What is a challenging situation you have been through?

**Question:** What are some things you could say to remind yourself of what you learned from the situation?

**Question:** How can you use this mindset next time you encounter a challenging situation?

### **Strategy 2: Maintain hope**

Maintain a hopeful outlook on the situation and tell yourself, “This is hard right now, but it can’t be hard forever. Something good will come.”

**Question:** What is something you can look forward to in the future when you are going through a hard time now?

**Question:** What are some small things that make you happy?

### **Strategy 3: Be flexible**

Learn to accept the things you can control and be flexible and let go of the things that you can't. Accept the things you cannot control and go with the flow of them.

**Question:** What are the things you know that you can control in a situation?

**Question:** What are strategies to focus on the present and accept that you cannot control the past or the future?

#### **Strategy 4: Practice self-care**

Lean on self-care practices and ensure you are paying extra attention to your well-being when you are facing a challenging situation. Make sure you do things like exercise well, sleep well, eat well, spend time with positive, supportive people, and lean into things you love doing.

**Question:** What are three self-care strategies you can focus on when you are facing a challenge?

### **Strategy 5: Lean on others**

Recognize when to ask for and receive help from others.

**Question:** Who are one or two caring and supportive people you could reach out to when you are facing a difficult situation?

Great work! Now that you know some strategies that might work for you let's look ahead. The key is planning how you might apply them next time you face a challenge. Look at the steps below and take a moment to think about or record how you might use these steps next time you face a challenging situation.

**1. Acknowledge the setback**

Remind yourself that setbacks are normal and not a sign of failure.

**2. Identify a small action you can still take**

If the habit isn't possible, what's a more manageable version?

**3. Have a backup strategy**

If your original plan doesn't work, consider an alternative that would make it work.

**4. Step 4: Reach out for support**

This could mean texting a friend, using an online forum, or one of your strategies.

You're doing great work creating some steps and strategies for maintaining wellness habits. Progress isn't linear so make sure to be understanding with yourself when things come up that may feel like a setback. Small steps add up over time and reflecting on where you started can always be helpful.

## Reflect and Connect

We've covered a lot in this module, including:

- How to take control of your wellness by focusing on what you can control.
- Why habits and routines are important and how to identify your own.
- How to maintain wellness habits and routines.

Take a moment to think about the questions below and how they relate to your experiences. Think of this as a reflective journal for yourself, which you can refer to later.

Happy reflecting!

### **What are some things you often worry about?**

- *Example: "I often worry about what other people think of me at school and work."*





**What parts of the things you worry about are in your control?**

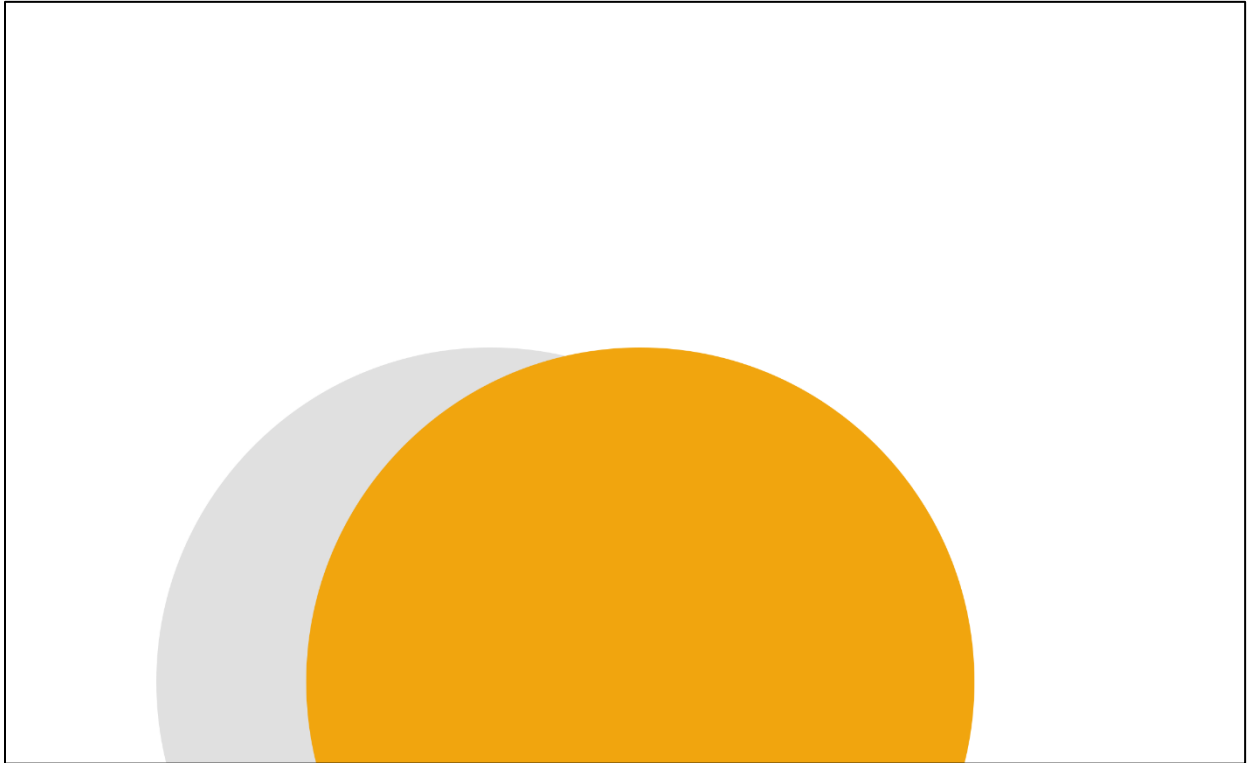
- *Example: "I can control how I behave and do my work, but I can't control the thoughts other people have about me."*

**Think about a habit you want to create or change, what's a strategy you can use to make that happen?**

- *Example: I want to start drinking more water during the day. "I'll use the triggers and cues strategy by keeping a water bottle on my desk, so I remember to drink it throughout the day."*

**What are some ways that you could use strategies to be more resilient next time you face a challenge?**

- *Example: I'm going to try and notice when I'm responding negatively to a challenge and remember that I have other ways that I can respond.*



# **Module: Connecting Wellness to Employment**

This module covers maintaining wellbeing throughout the employment journey, including strategies for fostering work-life balance, managing work related stress, and building resilience.

# Introduction

This module has three sections to help you build your understanding of wellness. You'll explore:

- Finding a healthy work-life balance that supports both your career and personal life.
- Effective strategies for navigating work stress so you can maintain focus and well-being.
- Techniques to enhance job satisfaction and stay motivated in your role.

Each section will take around 15-30 minutes to complete, and you're welcome to take breaks in between.

Each section has activities that connect wellness to your own life to make sure this is useful for you. Be prepared to think about and record your answers in whatever way works best. That could be writing your answers in this workbook or using a different format that works for you like voice recording or typing in a notes app.

At the end of the module, you'll have the chance to put what you've learned into practice with reflection questions. Let's get started!

# Section 1: Maintaining Work-Life Balance

Balance is a key part of wellness. Whether you're looking for work, already working, or not employed yet, balancing aspects of employment with other areas of your life is important to your overall well-being.

We're going to start exploring wellness and work by focussing on work-life balance. Work-life balance means making time for your career and personal life in a way that helps you feel healthy, energized, and focused. It allows you to stay productive at work while also taking care of yourself and enjoying your personal time.

## **In this section, we'll cover:**

- Understanding the importance of work-life balance.
- Develop strategies for work-life balance in your life.

By the end of this section, you will have a better understanding of what work-life balance looks like for you and how to maintain it no matter where you are in your employment journey.

## **Engage and Explore**

### **What is Work-Life Balance?**

Work-life balance refers to how you manage your time and energy between your employment journey, whether that be professional

learning, job searching, or working, and the other important areas of your life, such as health, relationships, hobbies, and rest. Having a good balance supports you to do well in your employment journey but also take time to recharge and focus on things that matter to you outside of work.

Here are some examples of what work-life balance can look like:

- A student searching for a job might balance their time between applications, study, and personal time for hobbies or self-care.
- Someone already employed may create a balance by setting boundaries between work hours and personal time, like not checking work emails after hours.
- A person not currently employed might focus on activities that help with personal growth and wellness while preparing for future opportunities.

As you can see, work-life balance is important because it helps reduce stress and keeps you motivated. Without good balance we may not have enough time to do things we enjoy or rest, or we may become stressed, anxious, or 'burnt out' in our employment journey.

### **Remember**

'Burnt out' is where you have little to no motivation and feel tired and stressed to the point of exhaustion. It's important to balance work with rest and things you enjoy, like hobbies or spending time with friends and family.

## Your Work-life balance

Work-life balance is the ability to manage your personal life and employment or job-related responsibilities in a way that allows you to feel fulfilled and not overwhelmed.

Consider the following areas below and use the questions to reflect on how well you balance them with your work, job search, or employment commitments. Write your answers below or in a notes app or another digital format that works for you.

### Work, job search, or employment learning

**Question:** What does a good balance look like for you? Do you feel like you're spending enough time on this area?

- *Example: I work part-time, and my hours change, so some weeks I feel like I spend a good amount of time on work, and other weeks I feel like I spend too much, and it takes over my life.*

### Physical health

**Question:** What does a good balance look like for you? Do you feel like you're spending enough time on this area?

- *Example: I try to exercise three times a week, but sometimes I feel too tired from work and don't do it. I could work on better balance here.*

## **Mental health**

**Question:** What does a good balance look like for you? Do you feel like you're spending enough time on this area?

- *Example: I really like my job, and that supports my mental health. I feel like I have a good work-life balance this way!*

## **Social or family time**

**Question:** What does a good balance look like for you? Do you feel like you're spending enough time on this area?



- *Example: I've been stressed about work lately, and when I spend time with friends or family, I've often been thinking about work at the same time. I could work on having a better balance here.*

## **Hobbies or free time**

**Question:** What does a good balance look like for you? Do you feel like you're spending enough time on this area?

- *Example: I love reading and drawing, but I've been staying at work late and I haven't had much free time for these hobbies.*

## **Rest and sleep**

**Question:** What does a good balance look like for you? Do you feel like you're spending enough time on this area?

- *Example: I make sure to get eight hours of sleep almost every night. I just started a job where my shift starts at the same time each day, which has really helped me balance work with rest.*

Great work! Now that you've explored what work-life balance is and why it's important, continue to the next page to build strategies to maintain it in your own life.

## **Make it Personal**

### **Creating Your Balance**

No matter where you are in your employment journey, creating balance can help you stay focused and avoid feeling overwhelmed, which is important for your well-being. We're going to work on building some strategies to balance work with other areas of your life.

Consider the strategies below and think about a way you could use the strategy in your own life. Write your answers below or in a notes app or another digital format that works for you.

## Strategy 1: Set boundaries

- When searching for a job, set limits on how much time you spend applying for jobs each day to avoid burnout. For example, you might decide to spend two hours in the morning on job applications and leave the rest of the day for other activities or things you need to get done.
- When you have a job, set clear boundaries for when you are working and when you are off work. For example, try not to check work messages or emails during your personal time.

**Question:** Can you think of other examples of how you could set boundaries?



**Question:** What could setting boundaries look like in your own life?



## Strategy 2: Prioritize self-care

- Make sure to take short breaks throughout the day. Even small breaks can help you recharge. For example, take a five-minute stretch break when you're looking for a job or try and get outside for some fresh air on your breaks at work.
- Make sure you have enough time in your schedule for things you enjoy, such as reading, walking, or spending time with friends.

**Question:** Can you think of other examples of how you could prioritize self-care?



**Question:** What could prioritizing self-care look like in your own life?



### **Strategy 3: Use time blocks**

- Try dividing your day into blocks of time for different activities. For example, you could block off time in the morning for job applications, then use the afternoon for personal activities like exercise or hanging out with friends.
- Make sure to block time for rest and sleep so you have time to reset.

**Question:** Can you think of other examples of how you could use time blocking?



**Question:** What could using time blocking look like in your own life?

### **Strategy 4: Stay flexible**

- Things won't always go according to plan, and that's okay! Stay flexible with your schedule and adjust when needed. For example, if you have to work late or deal with unexpected situations, try to adjust your personal time the next day to make up for it.

**Question:** Can you think of other examples of how you could stay flexible?

**Question:** What would staying flexible look like in your own life?

### **Strategy 5: Set realistic expectations**

- Be kind to yourself and set achievable goals each day. For example, instead of expecting to apply to five jobs a day, start with one or two and build from there.
- Acknowledge that balancing work and personal life takes time. Don't be too hard on yourself if things don't always go as planned and adapt your expectations if they aren't working.

**Question:** Can you think of other examples of how you could set realistic expectations?

**Question:** What would setting realistic expectations look like in your own life?

Great job exploring strategies to support your work-life balance! Remember that achieving balance isn't always perfect, and you'll need to work on it over time. It's helpful to save the strategies you think will work best for you in a place where you can easily access them and revisit them whenever you need a reminder.

## Section 2: Managing Employment Stress

Employment stress is common, and it can have a big impact on your wellness. Learning employment skills, searching for work, or navigating a job all have different aspects that can become very stressful. It's important to have strategies to manage this stress and maintain your well-being.

**In this section, we'll cover:**

- Understanding the impact of work stress on your wellness.
- Building strategies for managing stress and maintaining well-being at work.

By the end of this section, you will have a better understanding of how to manage employment stress for your well-being.

### Engage and Explore

#### Understanding Work Stress

Employment stress impacts your overall well-being. Things like searching for jobs, writing resumes, or interviewing for positions are stressful for many people. At work, some aspects can be stressful, such as managing deadlines, pressure to perform in your role, or difficulties with coworkers. While experiencing some stress is normal, it can sometimes become too much and feel overwhelming. Just like a lack of work-life balance, work stress can



take a toll on our overall well-being and lead to things like anxiety or burnout. The good news is we can manage employment stress and protect our well-being if we have the right strategies.

## **What does work stress look like?**

Let's get building these strategies! Read the following two scenarios to explore what work stress looks like:

### **Scenario 1: Work stress**

Alex has been working at a local store for a few months now. Lately, they've been feeling overwhelmed because their manager keeps asking them to do extra tasks on top of their regular duties.

They feel like they can't keep up and have found their mind has started feeling like it's always racing. They've started having trouble sleeping and are feeling anxious before every shift. The stress has been piling up and Alex is starting to feel physically exhausted, has trouble concentrating, and is even beginning to dread going to work.

All this stress is really starting to affect their health and overall happiness.

### **Scenario 2: Job search stress**

Jordan has been looking for a job for a few weeks but hasn't had much luck. He's spent hours each day applying to different positions but has rarely heard back. He feels more discouraged with each rejection email, and he's started doubting his abilities.

The constant stress of waiting for responses is taking a toll on his mental health. Jordan's feeling stuck and anxious about his future and is starting to question if he'll ever find a job that fits his needs.

### **Scenario 3: Learning about employment**

Ari has never worked before and starting to think about getting a job. She's started a course about building employment skills and is overwhelmed by the things she feels like she needs to know. The course covers everything from resumes to job interviews to filing taxes for the first time, and Ari is feeling like she's really behind. Whenever she doesn't understand a concept, she feels discouraged and her stress grows.

She's getting increasingly worried about failing before she even starts! Her stress is making it hard to focus and feel motivated. Ari is starting to feel pretty anxious about the whole process of finding a job and is wondering if she will ever be able to work at all.

Great work! Now, take a moment to think if you can relate to any of the scenarios. Consider the questions below and write your answers below or in a notes app or another digital format that works for you.

**Question:** Have there been times where you've felt stress from employment?

**Question:** When were they and what was causing you stress?

**Question:** What did this stress feel like and how did it affect you?

## How can we manage work stress?

Now that we've done some work to understand employment-related stress, our next step is to build some strategies to manage it. Explore the strategies in the chart below to learn more about different stress management techniques and how you can use them.

Strategy	How it helps	How to use it
<b>Deep breathing techniques</b>  Feeling anxious at work or during a job search? Deep breathing can	When you're stressed, your body's fight-or-flight response is activated. Deep breathing can help get you out of this, bringing your focus	Try breathing in slowly for four counts, holding for four counts, and exhaling for four counts. Repeat this several times to

help you calm your mind and reduce this stress.	back and calming your nerves.	reduce stress and regain focus.
<b>Break tasks into smaller steps</b>  Big tasks can feel overwhelming. Breaking them down into smaller steps can make them more manageable.	By dividing a larger task into smaller, more manageable steps, you can reduce the feeling of being overwhelmed.	Focus on completing one small task at a time and celebrating each accomplishment. This approach helps build momentum and reduces stress. Small wins lead to big results over time!
<b>Time management schedules</b>  Scheduling your time to manage it effectively can reduce stress by	By organizing your day and setting clear boundaries, you can minimize stress and feel more in control.	Create a schedule that prioritizes tasks based on deadlines or importance. Use tools like calendars or apps to track your time.

giving you more control over your tasks.		
<b>Self-care practices</b>  Taking time for self-care is important for your well-being, especially when you're dealing with stress.	Taking breaks during work or job search activities helps prevent burnout and maintain mental and physical health.	Schedule time or use quick breaks to engage in activities that recharge you, whether it's taking a walk, reading, or spending time with friends.
<b>Reach out for support</b>  If work or job search stress is too much, don't hesitate to ask for help.	Reaching out helps you feel less isolated and more understood. Those you trust can also often share perspectives and offer emotional support.	Reach out to someone you trust, whether it's a friend, family member, or mentor, and let them know you've been feeling stressed, and you would like to talk about it. If needed, you can also reach out to professional

		support like a counselor to help you manage stress effectively.
<b>Practice mindfulness</b>  Being mindful means focusing on the present moment rather than worrying about the past or future.	Mindfulness helps you stay focused, calm, and grounded. It can help you manage stress by staying present in the moment, preventing you from getting carried away with the stress.	Practice mindfulness by paying attention to your thoughts, body sensations, and feelings in the moment. Use simple techniques like noticing your breath or observing your surroundings.

Great work! You've explored what work is, what it looks like, and some strategies to manage it. Let's keep moving and create a personalized plan for dealing with work stress when it comes up. Continue to the next page to get started.

# Make it Personal

## Create Your Own Work Stress Toolkit

Let's put what we covered to use and practice managing work stress. The activity below is a guide for identifying if you feel too stressed from work. It includes strategies to help you build your own work stress toolkit.

To start, think of a time you felt stressed because of an employment situation. This could be a situation related to learning about work, applying for a job, or while working at a job. Got your scenario? Awesome! Follow the steps below to practice. Write your answers below or in a notes app or another digital format that works for you.

## Identifying Work Stress

- 1. The first step for managing stress is acknowledging it. Think about your scenario and notice how you feel by considering...**



### Physical symptoms

*Do you feel unusually tired or drained? Are you having headaches or do you notice your muscles are tight?*

### Mental symptoms

*Are you finding it hard to focus? Are you caught in a cycle of negative thoughts or self-talk?*

### Your feelings

*Are you irritable? Do you feel like work or life is too much? Are you constantly worried about deadlines or performance?*

### Your behaviours

*Are you avoiding tasks or delaying work? Are you withdrawing from coworkers or turning to unhealthy habits?*

**2. Think about what your work-life balance looks like during this scenario by considering...**

Your boundaries

*What does your balance between work and other aspects of life look like? Is your work impacting your personal time and making it hard to relax?*

Personal time

*Do you feel like you're neglecting your hobbies, rest, or social time because of work? Do you feel like you're always thinking about work?*

**3. Think about how you're handling the employment side of things. Notice any changes in your performance by considering...**

Productivity

*Are you finding it hard to meet deadlines? Or not meeting your usual standards?*

Mistakes

*Are you making more errors than you usually do?*

## Engagement

*Are you feeling disconnected from your work, coworkers, or where you work?*

### **4. Now that you've explored the stress, identify what's causing it. If you need help, consider things like...**

How you've been feeling each day

*What's been happening that might have caused the stress?*

## Patterns

*What has been stressful in the past? Has this been causing you stress again?*

- 5. Your final step is to make a plan! Think about the strategies in your toolkit (go back to the previous part if you need to) and identify which one's you could use to help manage the stress you feel in this situation by considering...**

Which strategies would be most helpful for you in the situation?

*Are there any you've used before? Are there any you know don't work?*

How would you use the strategy?

*What steps would you take?*

Great work making a plan to manage work stress! It's a good idea to keep these steps somewhere you know you can find them. Use them next time you're experiencing stress at work.

## Section 3: Prioritizing Job Satisfaction

Job satisfaction is key to how we experience our work. It affects how we feel about our job and our overall well-being. Whether you're already working at a job, planning to start, or just building employment skills, understanding and building strategies to foster job satisfaction is important.

### **In this section, we'll cover:**

- What job satisfaction is and why it's important.
- Signs to tell if you're satisfied or not with your job.
- Strategies for fostering job satisfaction.

By the end of this section, you'll have a better understanding of what affects your job satisfaction and how to take steps to ensure your work is supporting your wellness.

## Engage and Explore

### **Job Satisfaction**

Job satisfaction isn't just about being happy. It's about feeling purposeful and motivated in what you do so enjoy your work. Doing work you enjoy contributes positively to your well-being.

When you're satisfied at work:

- You're more motivated to go to work.



- You're more likely to feel good about yourself and your contributions.
- Your overall health can improve.
- You're more engaged and productive.

Read the scenario below and consider the questions to explore the benefits of being satisfied with your work. Write your answers below or in a notes app or another digital format that works for you.

### **Scenario**

Amina started a job at a call centre, answering customer questions. At first, Amina was nervous about starting work and learning a new role, but after a few weeks, she began to feel excited. She liked that the work was repetitive, so she knew what to expect, but that each call was different, which kept things interesting.

Amina focused on what she could do to help each customer and felt a sense of purpose whenever she could solve their problems. She looked forward to going to work and felt motivated to do her best.

As she worked, Amina noticed she was learning and improving her problem-solving skills, confidence, and ability to manage stress. This positive attitude helped her stay engaged and productive. She also noticed that her satisfaction at work had a ripple effect outside of work and she felt more positive about life in general.

Amina made friends with some of her coworkers, developed a sense of community at work, and realized it improved her mental health.

**Question:** What things helped Amina find purpose and motivation at work?

**Question:** How did feeling satisfied at work impact other areas of Amina's life?

Now let's explore what it can look like when you don't have a sense of job satisfaction. If you're not satisfied at work:

- You're more likely to feel burnt out.
- You may become dissatisfied with other areas of your life.
- You're likely to feel stressed or even anxious a lot of the time.
- You might experience physical and mental health challenges.

Read the scenario below and consider the questions to explore the risks of not feeling satisfied with your work. Write your answers below or in a notes app or another digital format that works for you.

### **Scenario**

Taylor started a job at a call centre, answering customer questions. At first, Taylor was excited about earning money and starting work, but after a few weeks, he began to feel drained. The work felt repetitive. The calls were often also stressful as many customers were upset or rude. Taylor found it hard to stay motivated and struggled to go to work each day.

He didn't feel like his work made any difference and it was affecting his confidence. He often felt frustrated and anxious during his shifts and even found it hard to get a good sleep afterward. Taylor realized he wasn't excited about the work he was doing, and he felt disconnected from it.

Over time, this dissatisfaction started to affect other parts of his life. He felt stressed and down, and it even impacted his relationships and mental health.

**Question:** What things caused Taylor to feel a lack of purpose and motivation at work?

**Question:** How did feeling unsatisfied at work impact other areas of Taylor's life?

## Let's Practice

Let's get started by reflecting on your own experiences.

Start by identifying a time you felt satisfied with a job. If you haven't had a job, you could think about a time you felt satisfied with what you were doing at school. Now consider these questions and write

your answers below or in a notes app or another digital format that works for you.

**Question:** What things made you feel satisfied?



**Question:** Do you think this affected other areas of your life? What were they?



**Question:** Did this affect your overall well-being? In what ways?

Now, identify a time you **did not** feel satisfied with a job. If you haven't had a job, you could think about a time you felt unsatisfied with what you were doing at school. Now consider these questions and write your answers below or in a notes app or another digital format that works for you.

**Question:** What things made you feel unsatisfied?

**Question:** Do you think this affected other areas of your life? What were they?

**Question:** Did this affect your overall well-being? In what ways?

## Make it Personal

### Taking Control of Your Job Satisfaction

As you saw before, sometimes, we love what we do and are satisfied with our jobs, but other times we don't love it. Not every job is going to be your dream job, and that's okay! Wherever you're at, there are ways to improve your job satisfaction by making small changes to frame your work to match your interests, passions, and skills so you can feel more satisfied overall.

Look at the strategies below that you can use to increase job satisfaction. If you can, think of an example of what this could look like for you in the workplace. Write your answers below or in a notes app or another digital format that works for you.

## Strategy

### **1. Identify the tasks or aspects of your job that you enjoy and see if you can find ways to do more of them.**

Every job has parts we enjoy more than others. By focusing on the aspects that interest you and discussing them with your manager or team, you may be able to adjust your role to include more of what you love.

- *Example: Sarah works in an office and she's mainly responsible for administrative tasks such as organizing files and scheduling meetings. While she finds the paperwork repetitive, she loves planning events and interacting with clients. She talks to her manager about taking on more event planning responsibilities and soon begins organizing team-building activities. This change helps Sarah feel more engaged and motivated at work.*



## 2. Look for opportunities to build or improve the skills you're passionate about.

Even if your job isn't your dream job, you can find ways to grow by focusing on skills that align with your future goals. Small adjustments to how you approach your tasks can help you stay motivated while also preparing for future opportunities.

- *Example: Chris works as a landscaping assistant, mainly handling tasks such as mowing lawns, pulling weeds, and general clean-up. While the work is fine Chris is feeling a bit stuck. It's not his dream job and one day he wants to become an architect. Chris decides to connect his job to his passion for architecture. He starts paying attention to the design aspects of the work, like arranging shrubs and plants in ways that complement a building. He uses this as an opportunity to learn more about architecture and develop skills related to his dream job.*

### **3. Adjust how you approach your tasks to make them more enjoyable.**

Some work tasks may feel repetitive or boring, but a small shift in how you approach them can make them more interesting. Finding small ways to personalize your work can increase your enjoyment and motivation.

- *Example: Lily works in customer service, and although taking customers' orders can feel repetitive, she starts to find joy in personalizing her approach. Instead of saying the same thing every time, she starts to add small personal touches, like asking people about their day or remembering returning customer's names. This small change makes the task feel more enjoyable for her.*

### **4. Connect with coworkers to make work more enjoyable and build a sense of community.**

Work feels easier and more enjoyable when you have positive relationships with your coworkers. Finding ways to connect and collaborate can boost your energy, motivation, and overall job satisfaction.

- *Example: Marco works in a busy store and often feels drained by the constant tasks, like restocking. He starts spending more time with his colleague, who has a positive and energetic attitude. They are able to make fun games to see who can restock faster. His coworker's positive attitude inspires him to approach difficult situations with patience and humor. Marco finds that working alongside them is helping his own motivation and energy levels.*



## **5. Look for ways to tie your work to a purpose or something that aligns with your values.**

Feeling connected to a greater purpose can help make work more fulfilling. Even if your role seems small, reminding yourself of how your work impacts others can increase job satisfaction and motivation.

- *Example: Nina works in a charity organization that offers food for those in need. She often feels that her efforts are small in comparison to the larger mission, but she reminds herself that every small task – whether it's organizing donations or answering calls – helps improve someone's life.*

*This sense of contributing to something bigger than herself helps her feel fulfilled and connected to the cause.*



Great work exploring the importance of job satisfaction and some strategies to increase it for yourself!

## Reflect and Connect

We've covered a lot in this module, including:

- Understanding the importance of maintaining work-life balance.
- Identifying and managing work-related stress.
- Exploring job satisfaction and how to craft your job to align with your passions.

Take a moment to think about the questions below and how they relate to your experiences. Think of this as a reflective journal for yourself, which you can refer to later.

Happy reflecting!

**What strategy would you use to create better work-life balance?**

- *Example: Setting clear boundaries. I would let my employer know my availability and stick to a schedule that allows me to rest and recharge. If I need accommodations, like reduced hours or a flexible schedule, I'd communicate that.*

**What does stress feel like for you? What do you experience mentally, emotionally, and physically?**

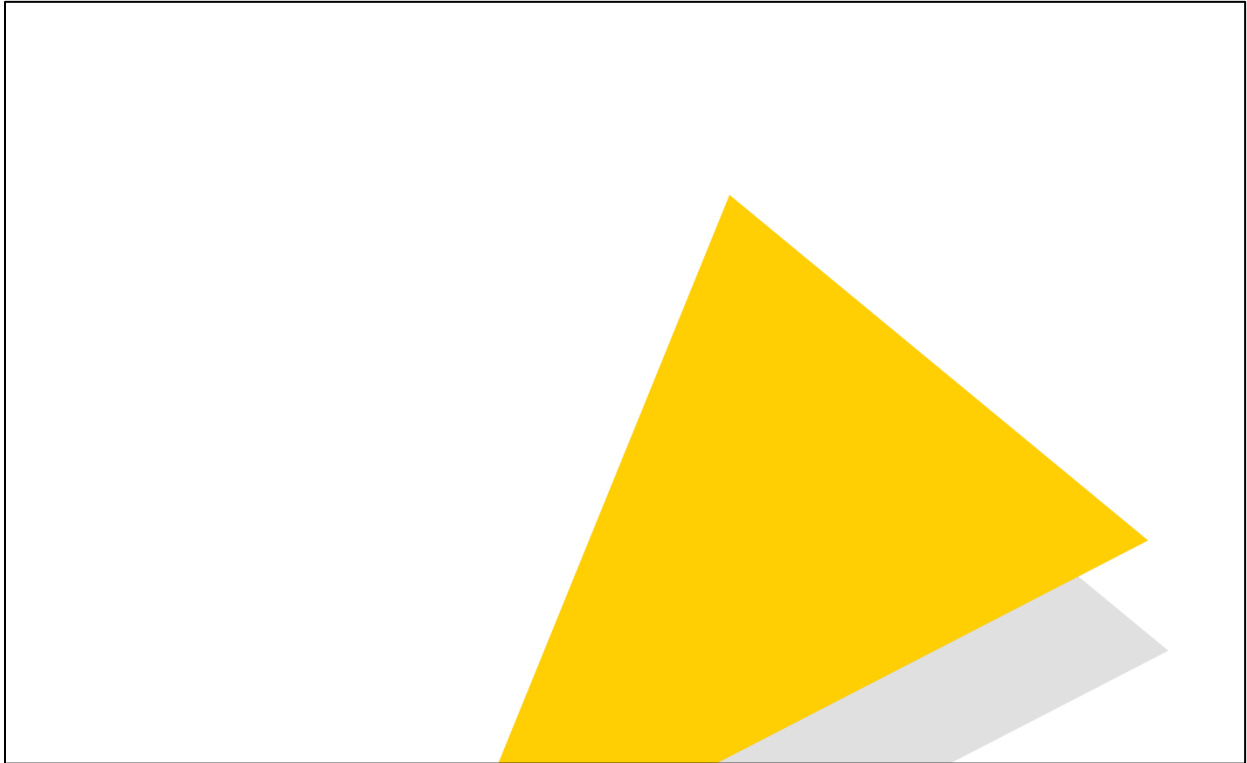
- *Example: I have trouble focusing and remembering tasks, I feel anxious, and I get headaches.*

**What strategies have you or would you use to manage work stress?**

- *Example: Keeping a to-do list helps me stay organized and prevents me from feeling lost in my tasks.*

**What parts of your current job, or any past job, have you enjoyed the most?**

- *Example: I really enjoyed greeting customers at my last job because it helped me practice my social skills and made me feel more confident talking to new people. I also liked organizing the shelves because I found it calming and satisfying when everything was neat and in the right place.*



# Module: Seeking and Offering Support

This module covers when and where to seek support for wellness and how to be an effective wellness ally for others.

# Introduction

This module has three sections to help you build your understanding of wellness. You'll explore:

- When and how to seek support for your wellness.
- The different types of support available to you and how to access them.
- How to recognize when you can offer support to others and what that support looks like.

Each section will take around 15-30 minutes to complete, and you're welcome to take breaks in between.

Each section has activities that connect wellness to your own life to make sure this is useful for you. Be prepared to think about and record your answers in whatever way works best. That could be writing your answers in this workbook or using a different format that works for you like voice recording or typing in a notes app.

At the end of the module, you'll have the chance to put what you've learned into practice with reflection questions. Let's get started!



# Section 1: Recognizing When to Seek Support

Even if we take the steps to care of our well-being, sometimes, we face challenges and need support. The first step in seeking support is being able to recognize when we need it. Understanding when we need support and what type of support would help can make a huge difference in maintaining your overall well-being.

**In this section, we'll cover:**

- How to recognize when you need wellness support.
- Understanding the type of support that would be helpful.

By the end of this section, you should be more comfortable identifying when and what type of support to seek.

## Engage and Explore

### Seeking Support

Wellness is about more than just physical or mental health. It covers many areas of life, including emotional, social, cultural, and intellectual well-being. While we often know when we need help with physical health – like when we get hurt, we usually know when it's time to see a doctor – we don't always recognize when we need support in other areas. It's important to understand when we need support in each area of wellness so we can take action before things get overwhelming.

Think about a time when you needed support with your physical wellness, like when you felt sick or injured. You likely knew when to let someone know and take a break or visit a doctor. But what about other areas of wellness? For example, have you ever felt emotionally drained, socially isolated, or stressed? Were you able to identify the need for support in these areas? Knowing when to ask for help can be tricky, but it's an important skill.

Let's start by looking at different types of support available to us. Learn more about them in the table below.

Type of Support	Description
<b>Personal support</b>	Personal support refers to the support you provide to yourself. This can include self-care practices, such as relaxing, practicing mindfulness, or using other strategies to cope with stress. Personal support also means recognizing and acting on your own, whether it's taking breaks, setting boundaries, or seeking professional help when needed. It's the practices you have in your toolkit to support your own well-being.
<b>Social support</b>	Social support refers to the support you can receive from friends, family, or other individuals in your network. These people know you well and can provide practical

	<p>help, encouragement, advice, or simply a listening ear. Social support helps you feel connected.</p>
<p><b>Community support</b></p>	<p>Community support includes resources and networks you can access in your community. This can be support groups, online communities, or local organizations. Community support can help you connect with people with similar experiences or challenges. Whether it's joining a support group for mental health, finding an online group for hobbies, or participating in a local wellness initiative, community support can broaden your network and provide advice or resources.</p>
<p><b>Professional support</b></p>	<p>Professional support refers to the support provided by trained experts in various areas. This could be mental health counselors, doctors, therapists, or other specialized professionals. These professionals offer specialized guidance and services tailored to your unique needs. Whether it's seeking therapy for emotional support, consulting a doctor for physical health concerns, or working with a financial advisor,</p>

	<p>professional support ensures you have access to advice and resources to help you address specific challenges to improve your overall well-being.</p>
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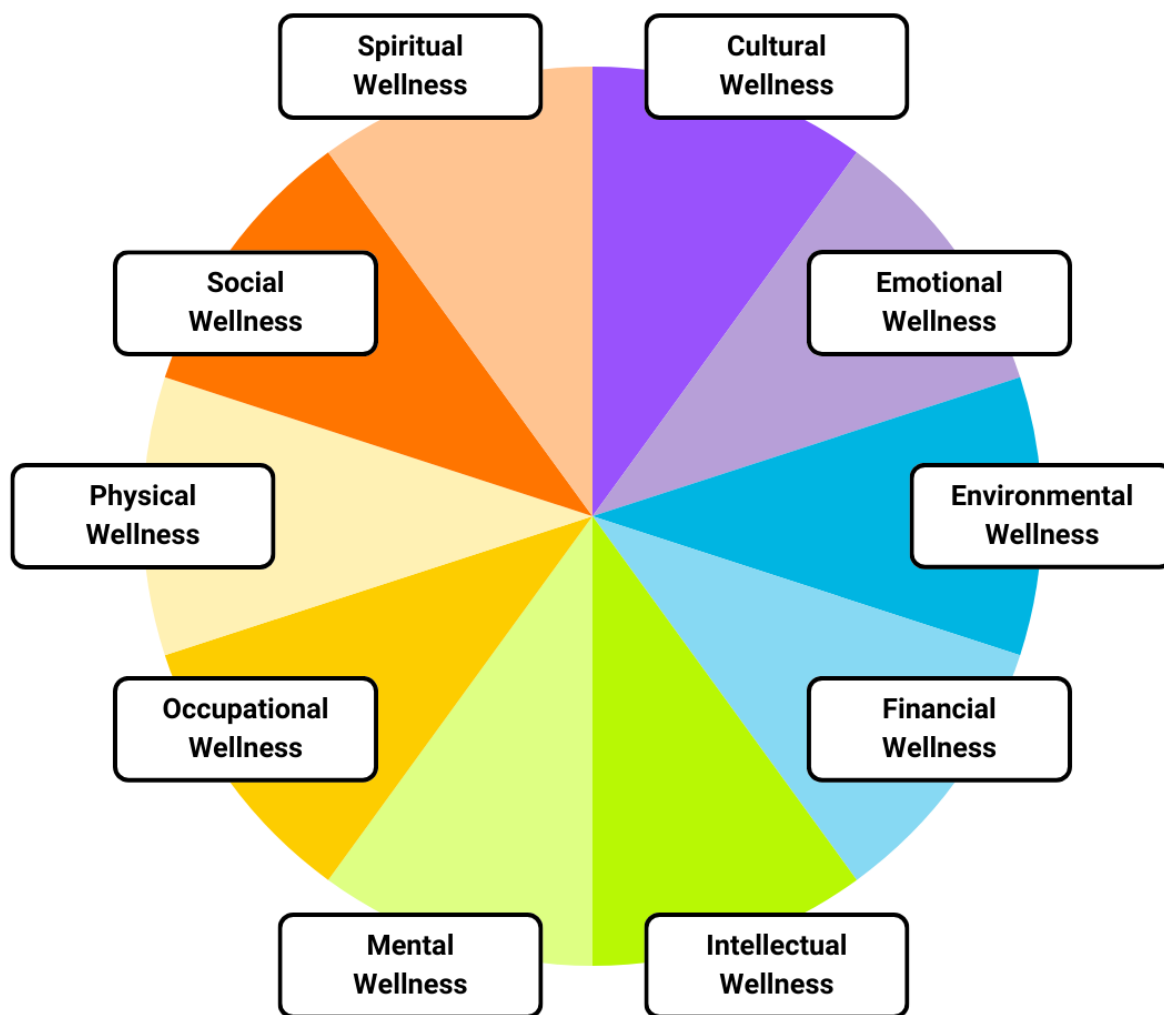
When do you reach out to each type of support? Sometimes, it's clear what kind of support we need, but other times it isn't. What are some signs that you know it's time to seek different levels of support for your well-being? If you would like, you can write your answers below or in a notes app or another digital format that works for you.

Recognizing the type of support you can access is a great first step. Now it's time to connect this to your own life. Continue to the next page to identify the things each type of support can help with and when it might be time to reach out.

## Make it Personal

### Recognizing When Support is Needed

Now that you've explored the types of support that you could access, let's explore signs that it might be time to reach out for support and strategies for how to reach out when it is needed.



The wellness wheel shows the areas of wellness. Read about indicators that it's probably time to lean on each type of support.

*This Wellness Wheel is largely based on the Canadian Mental Health Associations Wellness Wheel and the six dimensions of wellness identified by Dr. Bill Hettler. 1976. National Wellness Institute.*

## **Cultural wellness**

This part of wellness is about feeling connected to your culture to foster belonging and cultural understanding. It also includes learning about and appreciating other cultures.

Signs that it is time to reach out to each type of support could include:

- **Personal support:** You feel the need to reflect on your cultural identity, explore your heritage, or understand your values.
- **Social support:** You feel the need to talk about your cultural identity with family or close friends or share your experiences with people who understand and foster a sense of belonging.
- **Community support:** You want to connect with others who share your cultural identity or experiences.
- **Professional support:** You feel disconnected from your cultural identity or need help navigating cultural challenges.

## **Emotional wellness**

This part of wellness is about understanding and managing your emotions to handle stress, build resilience, and keep a positive outlook.

Signs that it is time to reach out to each type of support could include:

- **Personal support:** You notice you are feeling overwhelmed or stressed and need time to manage your emotions. Self-care practices like mindfulness or journaling can help process your emotions.
- **Social support:** You feel like talking to someone close to you would help process emotions or reduce stress.
- **Community support:** You feel joining a group or support network could help you relate to others dealing with similar emotions or experiences.
- **Professional support:** You are struggling with intense emotions, such as anxiety, depression, or persistent stress, and need help to understand and manage your feelings.

## Environmental wellness

This part of wellness is about your connection to your surroundings. This can include the immediate spaces around you, like your home, workplace, or school, as well as your broader surroundings, like the land you live on, and its connection to the global environment. It's about recognizing how these environments impact your well-being and finding ways to contribute to healthy and sustainable surroundings.

Signs that it is time to reach out to each type of support could include:

- **Personal support:** You feel stressed by your environment, whether it's a messy workspace or a cluttered home. Taking steps to improve your physical environment can help you feel more at ease.

- **Social support:** You need help from others to make your environment more comfortable or supportive.
- **Community support:** You feel the need to be part of an environmentally conscious group or to get involved in sustainability efforts in your local community.
- **Professional support:** You want expert advice on improving your living or working environment, such as creating an ergonomic workspace or dealing with environmental stressors.

## Financial wellness

This part of wellness is about understanding and managing your finances. It includes budgeting, saving, and investing for the future.

Signs that it is time to reach out to each type of support could include:

- **Personal support:** You need to manage your finances by creating a budget or tracking your spending habits.
- **Social support:** You're unsure about making a financial decision and would like advice or a second opinion from someone you trust.
- **Community support:** You're looking for resources or advice on managing finances, such as free financial workshops or community financial literacy programs.
- **Professional support:** You need expert guidance on managing debt, saving for the future, or investing.

## Intellectual wellness



This part of wellness is about learning, growing, and seeking knowledge.

Signs that it is time to reach out to each type of support could include:

- **Personal support:** You feel the need to engage in activities that stimulate your thinking and learning.
- **Social support:** You want to engage in conversations or collaborate with others who share your intellectual interests.
- **Community support:** You're looking for resources or groups that offer learning opportunities or intellectual challenges.
- **Professional support:** You want to expand your knowledge in a specific field and need access to expert advice or structured learning.

## **Mental wellness**

This part of wellness is about looking after your mind to think clearly, make good decisions, and remember things. It includes accessing proper care for mental health conditions.

Signs that it is time to reach out to each type of support could include:

- **Personal support:** You notice that you're feeling mentally overwhelmed or stressed. Practicing self-care or mindfulness can help you manage your thoughts.
- **Social support:** You're looking for someone to talk to about your thoughts or feelings and need emotional reassurance.

- **Community support:** You feel the need to connect with others with similar mental health challenges or experiences.
- **Professional support:** You experience ongoing mental health challenges, such as anxiety or depression, and require specialized support.

## Occupational wellness

This part of wellness is about enjoying your work, growing in your career, and maintaining a healthy work-life balance.

Signs that it is time to reach out to each type of support could include:

- **Personal support:** You feel your work-life balance is out of sync and need to set boundaries or manage your time more effectively.
- **Social support:** You need feedback or advice from peers or family about your career or work-life balance.
- **Community support:** You're looking for networking opportunities or a group of individuals who share your professional interests.
- **Professional support:** You're facing challenges at work, such as burnout or career uncertainty, and need expert advice.

## Physical wellness

This part of wellness is about looking after your body by exercising, eating well, sleeping well, and accessing proper care for illnesses or injuries.

Signs that it is time to reach out to each type of support could include:

- **Personal support:** You're feeling very tired and need to take time for rest, exercise, or better nutrition.
- **Social support:** You're feeling physically fatigued or unhealthy and need to take time for rest, exercise, or better nutrition.
- **Community support:** You're looking for fitness classes, wellness events, or local resources to help you with physical health.
- **Professional support:** You have specific physical health concerns, such as an injury or chronic condition, and need specialized advice.

## **Social wellness**

This part of wellness is about building and maintaining healthy relationships, participating in social activities, and having people who support you.

Signs that it is time to reach out to each type of support could include:

- **Personal support:** You want to take time for self-reflection and assess your social connections.
- **Social support:** You feel lonely and need a connection to close friends or family.
- **Community support:** You feel disconnected and want to engage with others who share your interests or values.

- **Professional support:** You're facing difficulties in relationships or social anxiety and need professional advice.

## Spiritual wellness

This part of wellness is about finding meaning, exploring your values and beliefs, and connecting with something bigger than yourself.

Signs that it is time to reach out to each type of support could include:

- **Personal support:** You want to reflect on your beliefs, values, and purpose in life.
- **Social support:** You want to discuss your spiritual beliefs or values with someone who shares or respects them.
- **Community support:** You're seeking like-minded individuals who share your spiritual beliefs or values.
- **Professional support:** You're experiencing spiritual distress or uncertainty and want guidance from a trained expert.

Now that you've explored signs that it might be time to reach out for support let's apply this to your own life. Choose an area of wellness and think about the following questions to practice. Write your answers below or in a notes app or another digital format that works for you.

**Question:** What signs or feelings am I noticing that suggest I might need support in this area?

- *Example: I've been feeling really tired and unmotivated lately, even though I'm getting enough sleep. I've also been avoiding my friends because I feel overwhelmed.*

**Question:** What skills or resources do I have to address this on my own?

- *Example: I could use a planner to organize my tasks better and set small goals to make things feel less overwhelming. I also know some breathing exercises that help me calm down when I'm anxious.*

**Question:** Could I talk to anyone in my personal network (friends or family) about this?

- *Example: I could talk to my best friend because they're really good at listening without judging me. I could also talk to my mom because she always helps me figure out what to do next.*

**Question:** Would community support (groups or organizations) be helpful for me in this situation?

- *Example: I think accessing the wellness centre at my school could help as well.*

**Question:** Do I need professional support, such as talking to a counselor, doctor, or specialist?

- *Example: I think it might help to talk to a counselor about how overwhelmed I feel. They could help me find better ways to manage my stress and figure out why I'm feeling so low.*

**Question:** What might prevent me from seeking support, and how could I overcome this?

- *Example: I sometimes worry that people will think I'm overreacting if I ask for help. To get past this, I can remind myself that asking for help shows strength and that it's okay to take care of myself.*

Taking care of your wellness is an ongoing process and knowing when and how to seek support is key to maintaining it. Whether it's through self-care, being supported by friends and family, connecting with your community, or reaching out to professionals, there are many ways to get the help you need. By now you should have a better understanding of the signs that indicate when you need support so you can take steps to take care of your well-being.



## Section 2: Seeking Support

Seeking support is a key part of maintaining wellness, especially when life feels challenging. Now that you've explored different types of support and indicators that it's time to reach out let's explore how you can go about reaching out for that support.

**In this section, we'll cover:**

- Where to seek wellness support.
- The different types of support available.

By the end of this section, you should have a clearer understanding of where you can go to access wellness supports and how to ask for help.

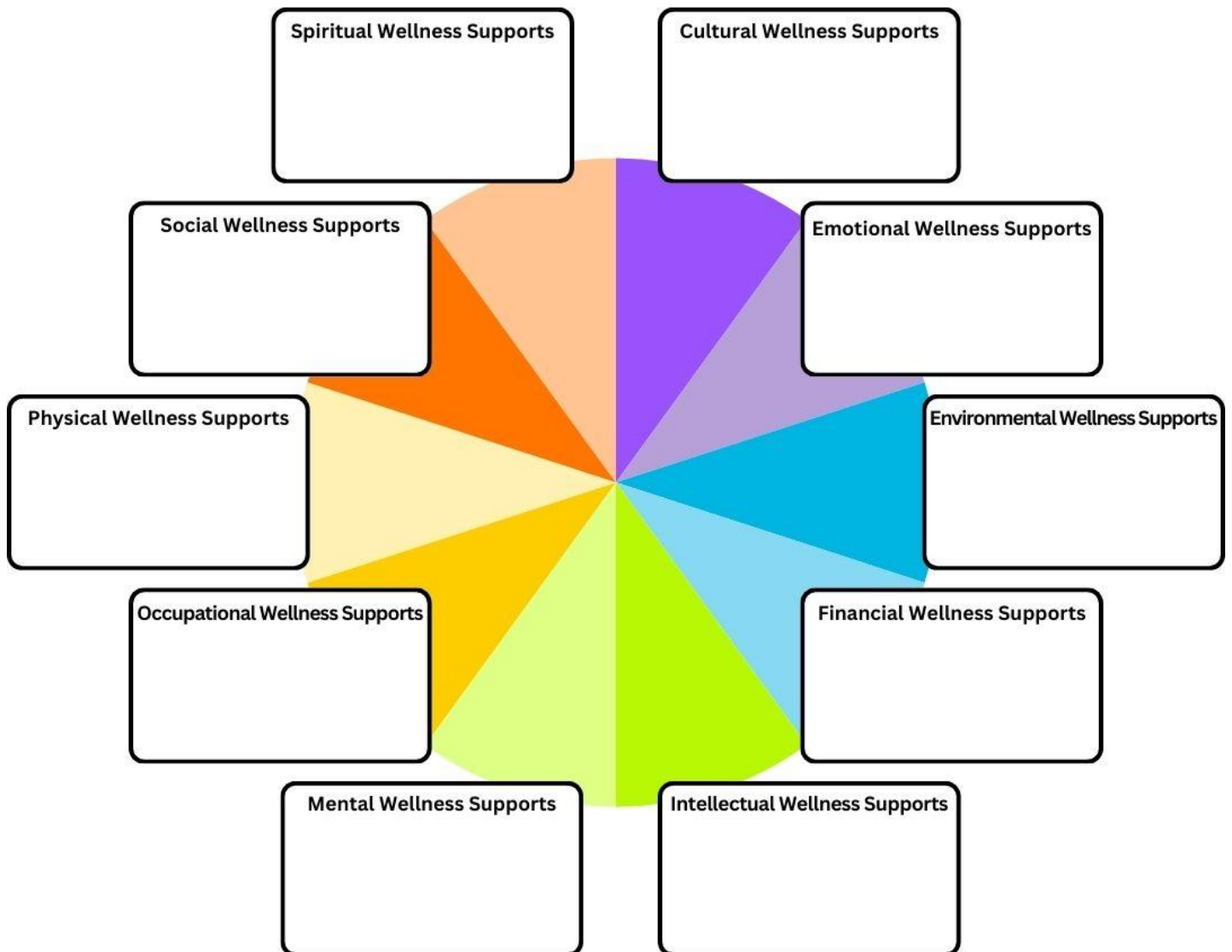
## Engage and Explore

### Creating Your Support Map

Let's start by creating a support map by following the steps below.

- **Step 1:** Use the wellness wheel below or draw or print your own.
- **Step 2:** Create a list of supports available for each area of your well-being and record them on your wheel.
  - Use the examples of types of support below the wheel if you need help.

## My Wellness Supports



## Cultural wellness

This part of wellness is about feeling connected to your own culture to foster belonging and cultural understanding. It also includes learning about and appreciating other cultures.

- **Personal support:** Practices like exploring your cultural heritage, reflecting on your identity, and embracing traditions that resonate with you.
- **Social support:** Family, friends, or community members who share your cultural background or support your cultural exploration.
- **Community support:** Cultural groups, events, and organizations where you can connect with others who share similar cultural experiences.
- **Professional support:** Cultural consultants, diversity trainers, or counselors who specialize in multicultural perspectives.

## Emotional wellness

This part of wellness is about understanding and managing your emotions to handle stress, build resilience, and keep a positive outlook on life.

- **Personal support:** Emotional self-regulation techniques, journaling, or practicing mindfulness to manage your feelings.
- **Social support:** Talking with a trusted friend or family member to share your emotions and receive comfort.

- **Community support:** Emotional support groups, online communities where you can talk about challenges, or peer-led support networks.
- **Professional support:** Therapists, counselors, or life coaches who can help you navigate complex emotions and stress.

## Environmental wellness

This part of wellness is about your connection to your surroundings. This can include the immediate spaces around you, like your home, workplace, or school, as well as your broader surroundings, like the land you live on, and its connection to the global environment. It's about recognizing how these environments impact your well-being and finding ways to contribute to healthy and sustainable surroundings.

- **Personal support:** Creating a peaceful and organized personal space, reducing clutter, and surrounding yourself with nature or calming environments.
- **Social support:** Encouragement from friends or family to live in a way that supports environmental health (e.g., reducing waste, choosing sustainable options).
- **Community support:** Community cleanup programs, neighborhood sustainability initiatives, and local environmental awareness groups.
- **Professional support:** Environmental consultants, sustainable lifestyle experts, or architects focused on eco-friendly spaces.

## Financial wellness

This part of wellness is about understanding and managing your finances. It includes budgeting, saving, and investing for the future.

- **Personal support:** Setting personal financial goals, creating a budget, and managing your expenses to ensure financial stability.
- **Social support:** Family members, friends, or mentors who offer advice on managing money, saving, and making financial decisions.
- **Community support:** Financial literacy workshops, budgeting seminars, and resources from community centers that help improve financial knowledge.
- **Professional support:** Financial planners, accountants, credit counselors, or investment advisors who provide professional guidance on managing money.

## Intellectual wellness

This part of wellness is about learning, growing, and seeking knowledge.

- **Personal support:** Reading, studying, and engaging in activities that challenge your thinking and expand your knowledge base.
- **Social support:** Engaging with peers, mentors, or educators who encourage learning and intellectual growth.

- **Community support:** Community classes, book clubs, or public talks that foster intellectual engagement and learning.
- **Professional support:** Academic counselors, career advisors, or teachers who provide guidance and resources for intellectual development.

## **Mental wellness**

This part of wellness is about looking after your mind to think clearly, make good decisions, and remember things. It includes accessing proper care for mental health conditions.

- **Personal support:** Engaging in mental wellness practices like meditation, cognitive exercises, and stress management techniques.
- **Social support:** Friends, family, or support groups that offer emotional support and encouragement for your mental health.
- **Community support:** Mental health workshops, peer support groups, or online platforms for mental wellness.
- **Professional support:** Psychologists, therapists, psychiatrists, or counselors who offer specialized care and treatment for mental health challenges.

## **Occupational wellness**

This part of wellness is about enjoying the work you do, growing in your career, and maintaining a healthy work-life balance.

- **Personal support:** Setting career goals, managing stress at work, and finding ways to balance your work and personal life.
- **Social support:** Colleagues, supervisors, or mentors who provide encouragement and support in your career.
- **Community support:** Job fairs, career workshops, and professional networking groups that help you grow in your career.
- **Professional support:** Career coaches, human resources professionals, or work-life balance experts who offer guidance and strategies for success.

## Physical wellness

This part of wellness is about looking after your body by exercising, eating well, sleeping enough, and accessing proper care for illnesses or injuries.

- **Personal support:** Exercise routines, healthy eating habits, and rest practices that support your physical well-being.
- **Social support:** Friends, family, or workout buddies who encourage you to stay active and live a healthy lifestyle.
- **Community support:** Local fitness centers, health clubs, wellness workshops, or physical activity events.
- **Professional support:** Doctors, nutritionists, personal trainers, or physical therapists who offer expert advice and support for physical health.

## Social wellness

This part of wellness is about building and maintaining healthy relationships, taking part in social activities, and having people who support you.

- **Personal support:** Practices for improving your social skills, such as effective communication, conflict resolution, and relationship-building.
- **Social support:** Close friends, family, or mentors who offer emotional support, companionship, and encouragement.
- **Community support:** Social clubs, group activities, and volunteer opportunities that help you connect with others and build friendships.
- **Professional support:** Social workers, relationship counselors, or group therapy sessions that focus on enhancing social connections.

## Spiritual wellness

This part of wellness is about finding meaning, exploring your values and beliefs, and connecting with something bigger than yourself.

- **Personal support:** Practices like meditation, prayer, self-reflection, or engaging in activities that align with your personal beliefs and values.



- **Social support:** Support from others who share your spiritual or philosophical beliefs, whether in a faith-based or secular context.
- **Community support:** Religious or spiritual groups, mindfulness communities, or volunteer organizations that align with your spiritual values.
- **Professional support:** Spiritual advisors, religious leaders, or counselors who offer guidance on exploring and deepening your spiritual beliefs.

Each area of wellness offers unique forms of support to help you through challenging moments. By recognizing when you're feeling unwell in one of these areas and seeking the appropriate support, you can take positive steps toward improving your well-being. Great work mapping out the support that is available to you! Keep going to build strategies for accessing that support.

## Make it Personal

### Asking for Help

Recognizing when you need support and knowing where to go for support are important steps for taking care of yourself. The next step is to ask for support when you need it! Use this activity to reflect on some personal strategies for seeking support. By understanding this, you can develop a clear plan for reaching out for help when needed.

Asking for support doesn't always come naturally but using the strategies you are learning here can make it a bit easier! Use the questions below to create your own approach for asking for support. Write your answers below or in a notes app or another digital format that works for you.

**Question:** Who can you turn to for different types of support? Think about those you have in your community, family, friends, coworkers, professionals, or others. Identify which people might be helpful for different types of support.

- *Example: I could talk to my best friend for emotional support, my mom for advice, and a therapist if I need more professional help.*

**Question:** What's a simple and clear way you could ask for support?

Sometimes, the hardest part of asking for help is knowing what to say. Here are some examples:

- *"I've been feeling overwhelmed lately, and I could really use some advice about how to manage my time. Do you have time to chat?"*
- *"I've been feeling a bit down lately. It would really help me to talk things through with you when you're available."*

**Question:** What challenges or fears do you have about asking for help, and how can you address them?

It's normal to feel hesitant about asking for help. Think about what might hold you back and how you can work through those feelings.

- *Example: I'm afraid that people might think I'm weak for needing help. To address this, I remind myself that everyone needs support sometimes, and it's okay to ask for it.*

**Question:** How can you make it easier for the person you're asking to help you?

Think about how you can be clear and direct so the person you're reaching out to knows how to help you.

- *Example: I can be specific about what I need, like, "Could you listen to me for a few minutes or help me brainstorm solutions for my current project?"*

## Your Plan for Seeking Support

Now that you've reflected on your signs and strategies, let's create a personal plan for when you need support. Consider the questions below and write your answers below or in a notes app or another digital format that works for you.

**Question:** When you start to feel overwhelmed or notice signs that you need support, what's the first thing you will do?

- *Example: I will check in with myself and ask, "How am I feeling? What do I need?" If I need emotional support, I will reach out to a close friend.*

**Question:** What's one specific action you'll take if you realize you need support?

- *Example: I'll make a list of tasks and decide which ones I can tackle on my own, and which ones I need help with. Then, I'll call someone I trust to talk through it.*

**Question:** How will you ensure that you continue seeking support if your initial approach doesn't feel like enough?

- *Example: If talking to a friend doesn't help, I'll schedule an appointment with a counselor to explore other options and ensure I'm getting the support I need.*



Great work creating your support map and building strategies to ask for support! You've taken an important step. Even if you don't need support right now, it's important that we have an idea and plan for when we do need help. It can be harder to reach out in the moment and having a plan in place means we are more likely to get the help we need.

## Section 3: Being a Supportive Ally

While taking care of your wellness is important, we can also be there for others. Being a supportive ally means offering understanding, being an active listener, and creating a compassionate environment for the people around you. However, it's important to remember that you are not in charge of someone else's wellness. Instead, you can provide support by checking in with others, listening without judgment, and being mindful of their feelings and needs.

### **In this section, we'll cover:**

- How to be an active listener and offer support to those around you.
- Why it's important to approach others with understanding and empathy, without trying to take responsibility for their wellness.

By the end of this section, you should have a better understanding of how to support others in a healthy, respectful way that fosters connection and compassion.

## Engage and Explore

### Understanding Your Role

Supporting others doesn't mean you have to solve their problems or take on their struggles. Being a supportive ally means you help

create a space where they can feel heard and understood and encourage them to take the steps they need for their well-being.

## **So, what does it mean to be a supportive ally?**

It means checking in on the people around you and being there to listen when they need it. It's important to listen actively, show empathy, and offer encouragement when it's appropriate. However, always remember, you are not responsible for the well-being of others. Your role is to offer support and help them feel understood.

Check out these examples of what being a supportive ally can look like. As you read them consider:

- Are there any other examples you can think of?
- Can you think of a situation in which you have used this?

### **Example 1: Listening actively**

- When a friend shares how they're feeling, listen carefully without interrupting. Let them express themselves fully and validate their feelings.

### **Example 2: Checking in regularly**

- Simply asking, "How are you doing?" can go a long way in showing that you care.

### **Example 3: Being empathetic and understanding**

- If someone is going through a tough time, show understanding and avoid making judgments or offering unsolicited advice unless they ask.



Support looks different for everyone. Some people might want to talk things through, while others might need you to be present without saying much. It's important to respect their boundaries and offer support in the way that feels most comfortable for them.

## Make it Personal

### Start by Reflecting

Let's start by thinking about a time when someone supported you. Consider the questions below. Write your answers below or in a notes app or another digital format that works for you.

**Question:** What did the support someone offered you look like?

- *Example: A teacher helped me by giving me extra time on a test and letting me take it in a quiet room so I could focus better. They also checked in with me afterward to see how I was feeling.*

**Question:** How did it make you feel to have someone offer you support?

- *Example: A coworker noticed I was feeling overwhelmed at work, so they helped me break down my tasks into smaller steps and reminded me to take short breaks.*

Now, let's look at how you can offer that same support to someone else. Consider the questions below. Write your answers below or in a notes app or another digital format that works for you.

**Question:** When was the last time you were supportive of someone? What did you do to help them?

- *Example: Last week, a friend was feeling down about school. I just listened to them vent without offering advice, which seemed to help them feel better.*

**Question:** How does it feel to offer support to others?

- *Example: It feels good to know I've been there for my friends, even if I couldn't solve their problems. Being a safe space for them made me feel like I'm helping.*

**Question:** When might you find it difficult to offer support to others? Why?

- *Example: I find it hard to offer support when I'm overwhelmed myself because I feel like I don't have the energy to help others. I need to take care of myself first so I can be there for others.*

## Make a Plan

Think about how you can apply the idea of being a supportive ally in your everyday life. Whether checking in with a friend or being more understanding in a difficult situation, taking small steps to be there for others can make a big difference in their lives. Consider the questions below. Write your answers below or in a notes app or another digital format that works for you.

**Question:** Who in your life might need more support, and how can you be there for them?

- *Example: My cousin has been feeling down about her job search. I'll reach out to check in with her more often and offer a listening ear when she needs it.*

**Question:** How will you show empathy and understanding when someone is struggling?

- *Example: I'll listen without offering advice unless they ask for it, and I'll make sure they know I care about what they're going through.*

**Question:** What boundaries do you need to set for yourself when supporting others?

- *Example: "I'll remind myself that I can't fix everyone's problems, and it's okay to take breaks if I feel emotionally drained."*

## Reflect and Connect

### Job Satisfaction Toolkit

We've covered a lot in this module, including:

- How to recognize when you need support.
- Where you can go to find support.
- Strategies for being a supportive ally to others.

Take a moment to think about the questions below and how they relate to your experiences. Think of this as a reflective journal for yourself, which you can refer to later.

Happy reflecting!

**What type of support have you used in the past to help with challenges or to help maintain your well-being?**

- *Example: I've used counseling in the past to talk through my feelings, and it really helped me feel less stressed.*

**How will you recognize the signs that you need support in your own life moving forward?**

- *Example: I will pay more attention to when I feel overwhelmed or disconnected and remind myself that it's okay to ask for help when I need it.*

**What's one strategy you want to try when asking for support next time?**

- *Example: I want to practice being more direct and asking for help right away instead of waiting until I'm overwhelmed.*

**What steps will you take to be a supportive ally for someone in your life?**

- *Example: I'll check in with my cousin more often and make sure she knows I'm here to listen without offering advice unless she asks.*

**What is one way you can set boundaries for yourself when offering support to others?**

- *Example: I will remind myself that I'm here to listen, but I don't need to solve their problems. I'll take breaks when needed to avoid feeling overwhelmed.*



# Keep Going

There is so much more to learn! Access the full CanWork BC content and learn more about the program at **[canworkbc.ca](https://canworkbc.ca)**.

Canada



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COLUMBIA

This program is funded by the Government of Canada  
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