



Supporting Employees' Mental Health

As a supervisor, you have an opportunity to create a positive workplace and support your team's well-being. By understanding mental health and leading with empathy, your leadership can truly make a difference. Here's how you can boost productivity among your team members.

Why your understanding matters

Effective leadership involves actively listening, showing compassion, recognizing the challenges your employees face, and creating a safe environment where they feel valued and understood. Here are a few tips to show your employees that you care for their well-being:

1. **Facilitate and encourage open communication:** Create a space where employees feel comfortable sharing their ideas and input. Give them the space and confidence to speak up by asking open-ended questions and practicing active listening.
2. **Educate yourself and your employees:** Gain a basic understanding of mental health and approach conversations with compassion. Normalize the use of support systems and encourage team-wide awareness of mental health resources.
3. **Model self-care:** Show that prioritizing mental health is important by taking breaks when needed and using your leave time.

Supporting employees

Supporting employees requires sensitivity, discretion, and proactive steps.

1. **Approach with concern and confidentiality**
 - Choose a private setting to talk with the employee.
 - Avoid making assumptions about their mental health; instead, open the conversation gently.
 - Use a non-judgmental tone and show genuine care. For example, *"I just wanted to check in with you. How can I be more supportive?"*
2. **Be flexible**
 - Recognize that each employee has unique needs.
3. **Remind them about professional support resources**
 - Provide information about available resources, such as the Employee Assistance Program (EAP) and other wellness or mental health services available at your agency.

When you lead with empathy and understanding, you empower your employees to thrive, personally and professionally. Take a moment today to check in with your team. A simple, *"How are you doing?"* can open the door to meaningful conversations.

Also keep in mind that the EAP is a resource for you as a manager, too. Call us any time to schedule a management consultation and let us help you build a workplace culture where everyone feels supported and valued.

24 HOURS A DAY

800-222-0364

FOH4You.com

The Employee Assistance Program is a voluntary and confidential employee benefit available to eligible federal employees at no cost.