

Boost Wellbeing by Reducing Stress

In-House Project

There is plenty of research to show that “happy” employees are productive. But the reverse is also true. In a culture where people can be productive, their wellbeing is boosted as they feel good about their achievements and can switch off after hours with less stress.

At beproductive.ie our mission is to help people work smart with less stress and more balance. We recognise that by reducing stress in the workday, employers can improve wellbeing in a lasting way. By understanding underlying causes and making simple changes, a happier environment is created where people can get their work done with less barriers. This can boost engagement, satisfaction and productivity.

We work with companies to achieve this with a customised in-house project.

The approach to this project will vary depending on the requirements of each organisation. These will be discussed in a free pre-project meeting online with Productivity and Wellbeing consultant, Moira Dunne. Here is a general outline for the project.

Project Approach

To understand the many factors that can contribute to workplace stress and pressure, we have two-steps:

1) Senior Team Overview to outline:

- The impact of reduced stress on Employee Wellbeing
- The manager’s role in enabling Productivity and Wellbeing by reducing barriers
- How to support their teams

2) Team Workshop to:

- Help people understand current stress factors
- Identify what causes these issues
- Develop action plans with changes that can be made locally within teams

Broader changes to organisational ways of working may also be identified such as:

1) Email Management and Response Times, 2) Streamlining of Meeting Time and 3) Prioritisation of Work.

Recommendations will be made on how to implement changes to the current processes.

Team Workshop

Teams work together to understand the root cause of the current workload issues. The emphasis is on identifying practical changes which will be captured in a Team Action Plan for implementation. This 0.5-day interactive session will uncover the core issues using root cause analysis tools.

Implementation Post Workshop

Working with Moira, each team will develop their action plan with measurable targets and milestones. Email support will be available for all team members during the agreed implementation period.

Review and Next Steps

A review meeting at the end of the initial implementation period to review progress and discuss next steps.

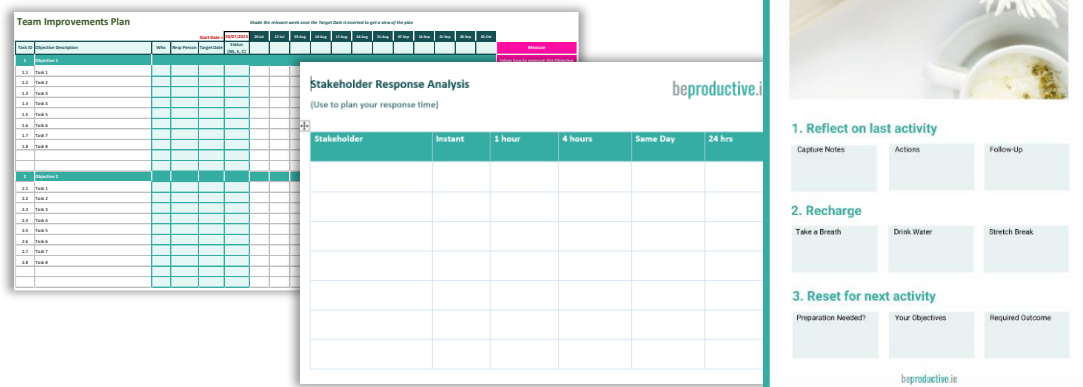
Productivity Strategies and Tips

These topics can be covered at a high level during the Team Workshop, customised to meet exact requirements.

- How to win back time in your week
- Juggling requests from multiple stakeholders
- How to protect time for planned work
- Key tips to control time spent on email
- Managing distractions within a busy environment

Resources

A range of Productivity resources are provided to help people transfer their learning into real change in their role. This includes a suite of templates, that can be customised as required to align with existing company documents.



Project Outcomes

This project can provide real value for teams involved and also for the wider organisation, including:

- 1) Understanding of the issues impacting wellbeing and productivity
- 2) Employees feel heard and supported
- 3) Teams are motivated to make local changes
- 4) Ideas gained to remove barriers to productivity at an organisational level
- 5) Measurable change that delivers a return on investment by boosting employee engagement, productivity and wellbeing.

Work with Moira Dunne

This Programme is delivered by Productivity & Wellbeing Consultant Moira Dunne, the co-founder of beproductive.ie

You can read about her 30-year corporate career here: <https://beproductive.ie/about/>



Project Fee

The fee for this project will be agreed once that exact format is known depending on the number of teams involved. Indicative fees are:

- Fee per Team Workshop & Implementation Plan Support = €900
- Fee per Leadership Overview = €350
- Fee per Working on Long-Term Changes Plan = €500

All fees include the following:

- ❖ *Customisation of Content*
- ❖ *Pre-Programme Questionnaires*
- ❖ *Reference Guides per Workshop*
- ❖ *Wellbeing Resources*
- ❖ *Participant Email support from Moira Dunne*
- ❖ *No VAT is applicable*
- ❖ *Multiple Team Workshops are subject to a 10% discount*
- ❖ *Training delivered outside Dublin will incur travelling expenses.*