



Mental Health and Wellbeing in the Workplace

Work-life Balance

Positive mental health and wellbeing leads to positive life outcomes for staff and better results for your workplace. Staff who are mentally healthy have higher job satisfaction and self-esteem. They are more likely to be engaged with work tasks and the workplace, be more creative, make better decisions, problem-solve more efficiently and effectively, experience less stress and take fewer days off work.

The workplace can have a big influence on the mental health and wellbeing of staff while they are both present and away from work. One way of influencing the mental health and wellbeing of staff is by contributing to the following mental wellbeing component:

Work-Life Balance

This is measured in the WorkWell staff survey through the statement:

"I am able to balance the time I spend on my work and the time I spend on other parts of my life"

A good work-life balance includes having time outside of work for family, friends, leisure activities and eating a balanced diet. All of these factors contribute to improved health and wellbeing. Individuals with good work-life balance are more likely to be flourishing both at work and outside of work.

How work-life balance is relevant to workplaces

A good work-life balance can enhance the personal resources individuals bring to work. Conversely, stressful life events can also affect staff work performance and conflicting demands at work and home can negatively impact on individual's physical and mental health. The workplace can be supportive of good work-life balance through providing fulfilling work and providing a supportive work environment such as:

- Supportive supervision
- Understanding and approachable managers
- Control over working hours
- Building social skills
- Offering learning opportunities
- Providing meaningful and varied work
- Providing learning opportunities for life skills (e.g. financial workshops, parenting support).

Take action: ways to improve the work-life balance in your workplace

Organisational

- Implement a flexible working hours policy which outlines the process for applying for changes to alter work schedules (such as start and finish time or length of lunch breaks) within reason to help staff manage stress levels and work-life balance.



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- Managers are well supported to lead by example and model a good work-life balance.
- Implement (and regularly review) a staff roster system to allow for better rest.
- Ensure staff rosters are circulated in advance, so staff can plan outside of work.
- Systems are in place so, where possible, there is variety of work for staff to alternate between physically active work and more sedentary work, to avoid fatigue.
- Enable staff to work from home if appropriate (such as when transitioning back to work from parental leave or injury).
- Allow staff to leave work for short periods (such as to go to medical appointments).

Individual

- Provide a comprehensive Employee Assistance Programme.

Find out more

Employment New Zealand: Work-life balance

How work-life balance arrangements can be good for staff and for business:

www.employment.govt.nz/workplace-policies/productive-workplaces/work-life-balance/

Diversity Works

Tips to create a more flexible working environment: <https://diversityworks.nz/wp-content/uploads/2016/07/0516-Top-tips-Flexibility.pdf>