Top Tips for Managers Supporting Senior Staff



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In these unprecedented times, it is becoming more important that we support, guide, advise and listen to staff who maybe overwhelmed by the volume of work and responsibility it entails. Anxiety can cause stress which can manifest physically in the body.

To help you support your staff, we at QCS have produced these top tips:

- 1. Ensure all staff have easy access to the most up to date information to deliver safe care, such as printed copies of guidance.
- 2. Ensure excellent communication by engaging daily with all senior staff, such as asking them for ideas and opinions. Make sure they understand the information given as they are frequently changing and can be daunting. This can be done by repeating information and asking for feedback. Remember a simple **Thank You** goes a long way.
- 3. Ask and listen to them how they feel proactively. Give them time to respond. Try to have the conversation in a private area as most often, individuals will not want others to know.
- 4. Signpost them to places that can support them, such as <u>Samaritans</u>, <u>Women's Aid</u>, <u>Breathing Space</u>.
- 5. Ensure no matter how busy staff are, they take regular breaks, consider supplying fresh healthy food for staff in a nice clean relaxation area.
- 6. Why not consider having <u>small sessions of meditation</u>, even 15 mins therapy can have beneficial effects on mental wellbeing. There are some great free sessions available online. An example being <u>Headspace</u> which has a series of guided meditations.
- 7. Consider stress relievers such as massage. Simply put a <u>YouTube video</u> on and get staff to massage each other's shoulders. This does not have to be very long, 15 mins are enough to help reduce feelings of stress. Try this out with your staff who you know will enjoy it.
- 8. Consider having a session on <u>Psychological First Aid</u> and encourage discussion between the team. They can always download the session and view at a later date. Signpost staff to the <u>National Wellbeing Hub</u>.
- Yoga is known for its benefits to the body and a great stress reliever. Why not facilitate a session for your staff on <u>Yoga with Adrienne</u>. Everyone at QCS enjoy thoroughly the Yoga sessions there.
- 10. Develop a thank you card, put all these resources in and give to staff to take away.