# PROPOSED TRAINING PROGRAMMES & FEES

<table>
<thead>
<tr>
<th>Health Workshops Education Tier (all staff)</th>
<th>Please see Appendix 1 for list of workshops provided.</th>
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<tbody>
<tr>
<td>1 hour</td>
<td>Max.: 30 pax; Min.: 10 pax</td>
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| Health Workshops Education Tier (all staff) | 1. SafeTalk  
2. Supporting Individuals in Difficult Times |
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<tr>
<td>4 hour</td>
<td>Max.: 30 pax; Min.: 15 pax</td>
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<tr>
<th>Health Workshops Consultative Tier (all staff)</th>
<th>Please see Appendix 1 for list of workshops provided.</th>
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<tr>
<td>90mins-3hrs</td>
<td>Max.: 30 pax; Min.: 10 pax</td>
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| 2 Day Programmes (all staff) | 1. Peer Support Programme  
2. Boost Your Psychological Capital |
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<tr>
<td>2 days</td>
<td>Max.: 24 pax; Min.: 10 pax</td>
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**Notes**
Requests for proposed date(s) of training shall be made in writing by the client to NUS Health and Wellbeing (HWB) at least 1-3 months before course commencement.

1. Confirmation of acceptance of the training date(s) shall be made in writing by the client to NUS HWB at least 1 month before course commencement. Such confirmation shall be accompanied by all necessary trainee details and registration forms, where appropriate.
1. Forging A Sword: Grit And Resilience
What sets someone up for success? How can I manage in the face of failure? Learn to develop a growth mindset and the importance of grit and resilience.

2. Building a Top Performing Team
What makes a team not just successful, but thriving? Learn tips and tricks on how

3. From Gen X to Gen Z: Managing inter-generational teams
Having challenges navigating inter-generational differences in teams? Learn tips on how to better communicate and manage team differences.

4. Paralyzed By Perfectionism
Being a perfectionist can give us the motivation to push further in our endeavours but can sometimes leave us feeling burnt out and depressed. Learn how to manage the overwhelming need to be perfect!

5. One New Friend Request: Social Support, Connectedness And Building Psychologically Safe Spaces
“Hey boss, I’m not feeling ok.”, “Hey boss, I made a mistake” Would you find it challenging saying these things to your boss? This workshop explores the importance of creating and maintaining psychologically safe spaces, social connectedness and its impact on our wellbeing.
6. Immersive Mindfulness Workshop
This experiential workshop covers a range of different relaxation techniques. It combines, mood lighting, music, and aromatherapy to create a safe and relaxing environment where stress melts away.

7. Mindful Eating
We often talk about mindful breathing, but can we be mindful while eating? Learn tips on how we can apply mindfulness in other areas of life, starting with how we eat!

8. Yoga for Ergonomic Health
Learn about ergonomics health the fun way! Though yoga! Learn helpful ways to stretch your body to optimize ergonomic health.

9. When Does Nap Become Sleep And Sleep Become Nap?
Find out more about good sleep hygiene and napping habits in this workshop, as we introduce effective hacks to fine tune our body for optimal performance and better engagement.

10. Paws-itive Mood Booster Sessions
An immersive paw-sitive mood boosting session with actionable wellness take-aways, coupled with furry friends (choice of cat or dog) to help stress melt away. Each session comes with a choice of wellbeing moments (e.g. mindfulness exercises, Yoga etc.) coupled with animal interactions. Up to 10 pax per session to ensure participants get ample interaction time.
LivingWorks Suicide Alertness for Everyone (safeTALK)

LivingWorks safeTALK is a 4hr workshop featuring powerful presentations, audiovisuals, and skills practice. Participants will lead how to prevent suicide by recognizing signs, engaging someone, and connecting them to an intervention resource for further support.

Objectives:
- Identify persons with thoughts of suicide
- Connect persons with thoughts of suicide to suicide first aid resources

Supporting Individuals in Difficult Times - (ONLY for NUS Staff)

As a NUS staff, you might sometimes be assigned to provide emotional or mental health support students going through a difficult time. It is essential that you are equipped with knowledge and skills to provide the appropriate help and support to these students.

Objectives:
- Identify students in need of help/support
- Provide appropriate assistance
- Know when and how to refer a student for further assistance
- Learn basic helping skills
- Learn how to take care of yourself while you are supporting others

Appendix 1
Programme List (Education Tier)
Appendix 1

Programme List (Consultative Tier)

1. WellNUS Framework - A Systematic Approach to Enhance Employee Mental Wellbeing

This workshop trains senior leadership to approach workplace mental health in a strategic fashion. Go beyond just implementing adhoc wellbeing programmes in the organization and learn how to take a systematic approach to reviewing and evaluation programmes in the organization to help employees thrive.

2. Peer Staff Support: Building and Sustaining Community of Care and Support

Peer support goes well beyond a 2 day training programme. An entire system needs to be set up to ensure peer supporters are well supported and continue to grow in the community. Learn the ins and outs of how to set up a sustainable peer support system within your organization.
Appendix 1

Programme List
(2 days)

Peer Staff Support Training

Create a community of peer support and care for colleagues in need by building a community where all employees feel safe to talk about their concerns and be able to access the help they need safely and confidentially. This programme equips employees with the skills to become effective peer supporters.

Objectives:

● Aims to help create a community of peer support and care for colleagues
● Builds a community where all employees feel safe to talk about their concerns and be able to access the help they need safely and confidentially.

Boost Your Psychological Capital!

In work and life, uncertainty and ambiguity are inevitable. What if you could train yourself to handle stressors and bounce back stronger from setbacks using scientifically proven strategies? Psychological ‘capital’ comprises your internal resources to manage tough situations and is made up of hope (H) self-efficacy (E), resiliency (R), and optimism (O).

Objectives:

● H: Generate flow at work, create positive habit loops, and strive toward goals.
● E: Develop positive self-narratives and self-mastery over work stressors
● R: Uncover personal strengths, and grow in the ability to “bounce forward” following setbacks
● O: Cultivate a positive outlook for the future, and overcome unhelpful thinking habits
Thank you for your interest in our training programmes. In order to meet the growing demands for training, we have put together the timeline for requests below. This is to ensure that we can accommodate both the development and the delivery of the training programmes in a timely manner.

<table>
<thead>
<tr>
<th>Timeframe</th>
<th>Description</th>
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<tr>
<td>Current programmes offered</td>
<td>Min. 4 weeks in advance (except for Peer Staff Supporter training which requires min. 8 weeks advance notice)</td>
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<tr>
<td>Programmes that require minor customizations/ revisions</td>
<td>6-8 weeks in advance</td>
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<tr>
<td>Brand new programmes that require significant changes/customizations</td>
<td>8-12 weeks in advance</td>
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