

EXPLORE YOUR WAY TO WELLBEING

WHĀIA TE ARA HAUORA,
WHITIORA

A GUIDE FOR
WORKPLACES

23 - 29

SEPT

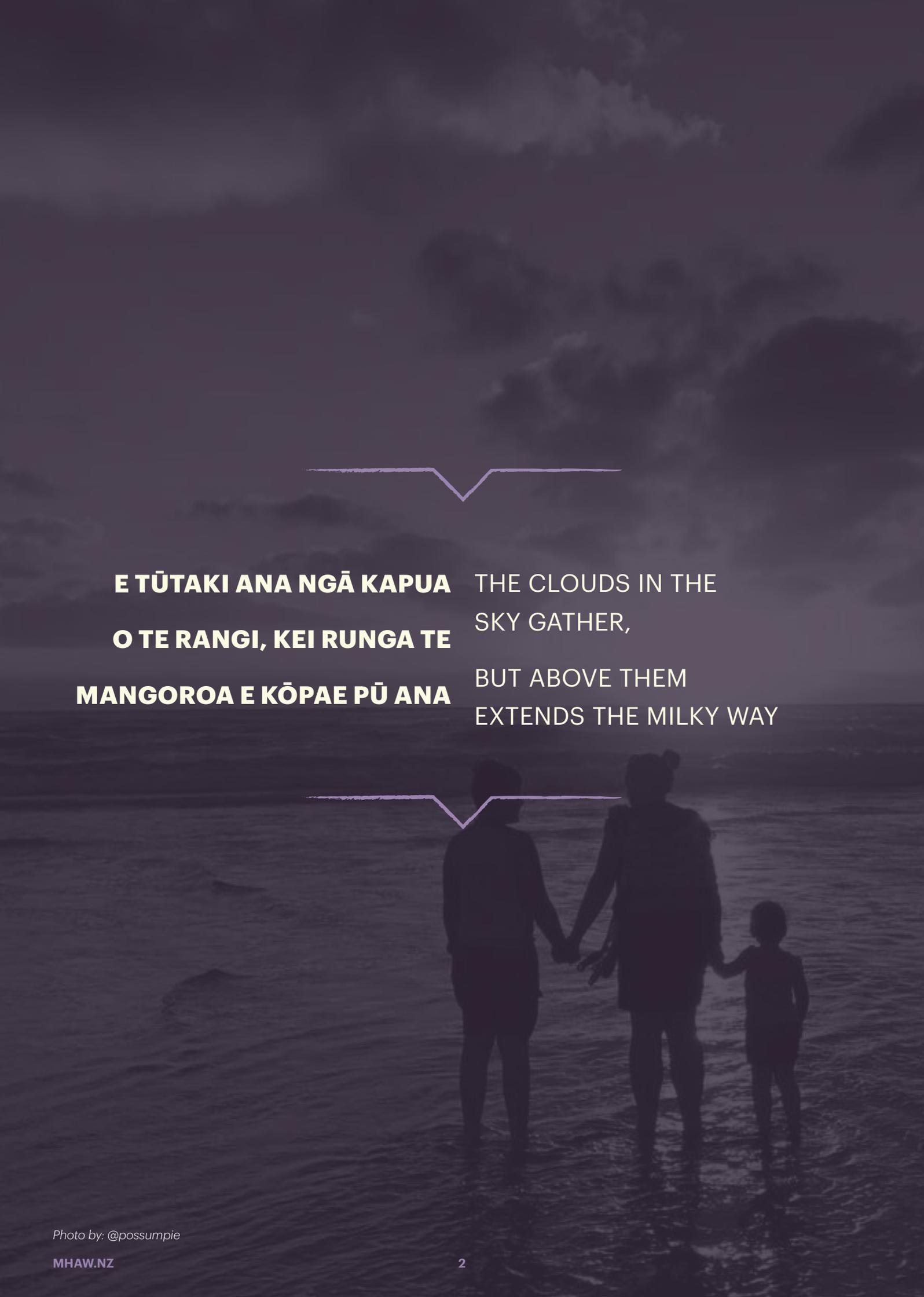
**Mental Health
Awareness Week**

VISIT MHAW.NZ



Mental Health Foundation
OF NEW ZEALAND
mauri tū, mauri ora

#MHAWNZ



**E TŪTAKI ANA NGĀ KAPUA
O TE RANGI, KEI RUNGA TE
MANGOROA E KŌPAE PŪ ANA**

THE CLOUDS IN THE
SKY GATHER,
BUT ABOVE THEM
EXTENDS THE MILKY WAY

KIA ORA!

Mental Health Awareness Week (MHAW) is an opportunity to explore the experiences, actions, relationships and surroundings that uplift your mental wellbeing and help you to enjoy your mahi/work.

Everyone has mental health and wellbeing – it's something for you to treasure and look after. When your mental wellbeing is strong and your workplace is supportive, you will feel more engaged in your mahi, be more productive and have higher morale and job satisfaction. Of course, sometimes there are things that impact our mental health and wellbeing that we can't control and this can make life difficult. Exploring the ways you can feel good is a useful tool to help you manage the ups and downs of life – at mahi and beyond.

This guide is designed to help you explore your way to wellbeing at mahi during MHAW, and then create a wellbeing plan to help you prioritise the things that work best for you right now.

It's important to acknowledge everyone goes through hard times and sometimes your mental health and wellbeing might not feel as good as you'd like it to. Knowing what can help during these times can make a big difference. Included in this pack is a short guide on the things you can do if you or a friend, whānau member or hoamahi/colleague isn't feeling good and needs some tautoko/support.

Getting Started

Before starting to explore mental wellbeing within your workplace it's good to think about who can lead and champion the week! It's helpful to have a passionate person or group of people within the workplace that can get the ball rolling.

A MHAW or wellbeing committee could be organised, deciding on the best way to implement activities or come up with ideas that best suit the culture and environment of your workplace.

Let's start exploring...

WELLBEING

What is mental health and wellbeing?

We all have mental health! It's a taonga/treasure, something to look after so we can lead our best and most fulfilling lives at mahi/work, at home, with whānau and the wider community.

The World Health Organisation defines wellbeing as 'a state in which every individual realises their own potential, can cope with the normal stresses of life, can work productively and fruitfully and is able to make a contribution to their community'.

1 in 5 Kiwis experience a mental illness each year. Almost all of these people will recover or live well with the right tautoko/support.

This MHAW we're asking Kiwis across Aotearoa to explore their way to wellbeing – that means we want you to discover and experience the things that make you feel good and do more of them. Wellbeing looks different for all of us – your road to wellbeing might be different to your hoamahi/colleagues and that's okay! When you uplift your wellbeing, you uplift the wellbeing of your workplace, whānau, communities and Aotearoa as a whole.

TE WHARE TAPA WHĀ

Exploring your wellbeing through Te Whare Tapa Whā

While it's important to have the freedom to find out what makes you feel good, Te Whare Tapa Whā is a great framework to explore different ways to wellbeing.

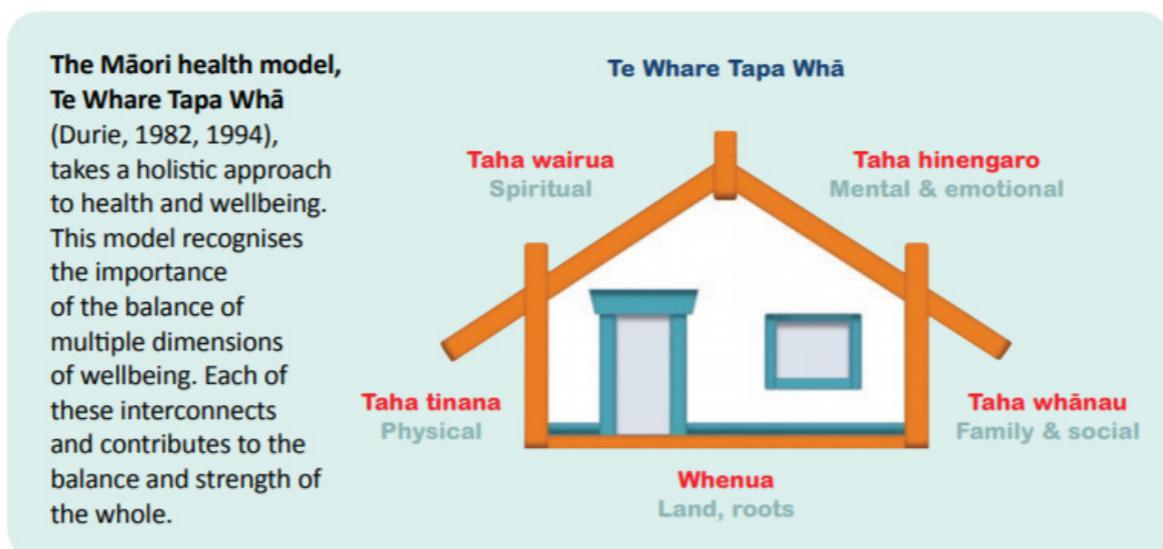
Te Whare Tapa Whā was developed by leading Māori health advocate and researcher Sir Mason Durie in 1984, to provide a Māori perspective on wellbeing.

Te Whare Tapa Whā is a model of health that helps us identify where we need extra support. It describes health as a wharenuui/meeting house with four walls. These walls represent taha wairua/spiritual wellbeing, taha hinengaro/mental and emotional

wellbeing, taha tinana/physical wellbeing and taha whānau/family and social wellbeing. Connection with the whenua/land forms the foundation.

When all four walls and the foundation are strong, we feel strong, too.

Over MHAW we'll help you explore each part of the wharenuui and give you practical ideas for how you can strengthen your wellbeing so you can thrive in your mahi, whānau and community.



THE FIVE WAYS TO WELLBEING

Activity inspiration

The practical activities on the following pages are inspired by both Te Whare Tapa Whā and the Five Ways to Wellbeing, which are simple strategies proven to boost wellbeing. For further information on The Five Ways to Wellbeing visit www.mentalhealth.org.nz/wellbeing.

FIVE WAYS TO WELLBEING



Your time,
your words,
your presence



DO WHAT YOU CAN.
ENJOY WHAT YOU DO.
MOVE YOUR MOOD



EMBRACE NEW
EXPERIENCES.
SEE OPPORTUNITIES.
SURPRISE YOURSELF



TALK & LISTEN,
BE THERE,
FEEL CONNECTED



REMEMBER
THE SIMPLE
THINGS THAT
GIVE YOU JOY

INTRODUCE THESE SIMPLE STRATEGIES INTO YOUR LIFE AND YOU WILL FEEL THE BENEFITS.

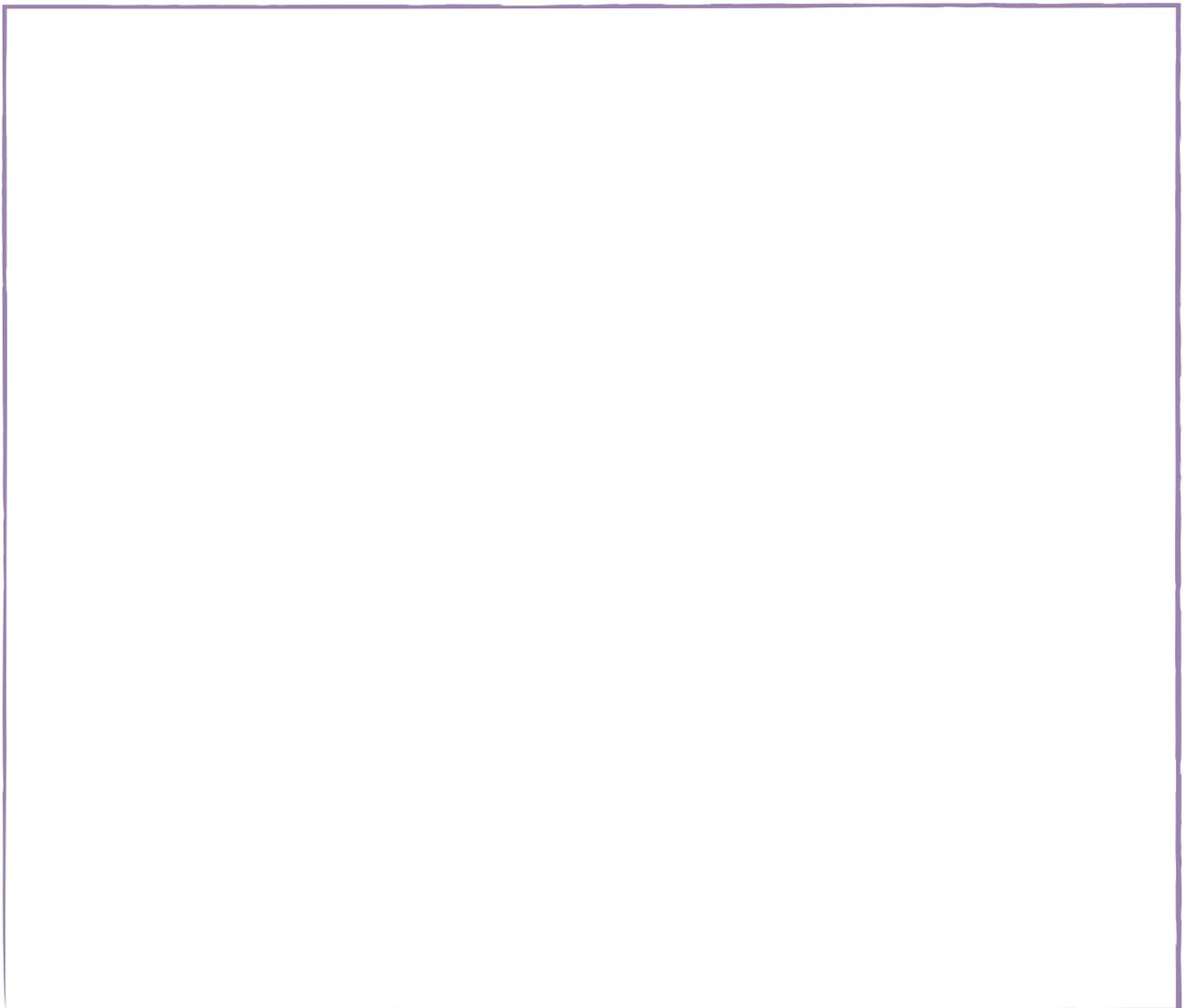
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CHECK IN

Before you start exploring your way to wellbeing, it's a good idea to check in with yourself about how you're feeling right now.

In the space below, write how you're currently feeling, what your hopes are for the week and ways you think you could boost your wellbeing right now. At the end of the week you can reflect on how you felt at the start and what helped to uplift you. Use an emoji sticker too!

KEI TE PĒHEA KOE? HOW ARE YOU?

A large, empty rectangular box with a thin purple border, intended for the user to write their response to the 'CHECK IN' prompt.

RĀHINA

MONDAY

Explore whenua

Connection to the land and roots

What is whenua?

Whenua is the place where you stand. It is your connection to the land – a source of life, nourishment and wellbeing for everyone.

Whenua includes soil, rocks, plants, animals and the people inhabiting the land – tangata whenua. We are linked physically and spiritually to the land – it is the earth through which you are connected to your tūpuna/ancestors and all the generations that will come after you.

You can also think about whenua as your place of belonging – that means the spaces where you feel comfortable, safe and able to be yourself, which could be at mahi/work, in a sports team, with your friends, or at home with your whānau.

Why is whenua an important way to wellbeing at work?

In Te Ao Māori, everything has mauri/ life force. When our natural resources are not looked after, this life force is weakened and this directly impacts mental health and wellbeing. If your place of mahi is not safe, welcoming and inclusive, it will also have a huge impact on wellbeing.

Exploring your way to wellbeing at work through whenua

- Get your hoamahi/colleagues together and explore your local maunga/mountain. Getting outdoors helps to re-energise and focus on the tasks ahead.
- Create a green space at your workplace and invite people to bring in an indoor or outdoor plant for everyone to enjoy and look after.
- If you have a dog, see if you can bring it onsite – being around animals is a great way to boost wellbeing.
- Have a lunchtime feast with your hoamahi! Ask people to bring something from the whenua to contribute – the possibilities are endless.
- Challenge yourself and your hoamahi to produce less waste. Turn it into a competition and ask people to come up with initiatives around how to make your workplace more environmentally friendly. It could be anything from using less printer paper, to having a compost bin for food scraps.

RĀHINA

MONDAY

Explore whenua

Connection to the land and roots

- Invite your hoamahi to head out of their usual workplace environment for an hour to do a clean-up around your local neighbourhood! Even if you work outdoors, it's a great way to get a change of scenery, take a break and spend quality time together outside of your work space.
- Take a break from mahi and go for a walk. See how many [native plants](#) you notice. Can you spot any harakeke/flax, pūriri, tōtara or rengarenga/native lily?
- Create your pepeha and invite your hoamahi to share this at a workplace hui/meeting: <https://pepeha.nz/>
- Learn a karakia, whakataukī/proverb or waiata/song with birds, plants, nature in it. Use it to start a hui. (An example is provided on the following page).

For example:

**KORIHI TE MANU
TĀKIRI MAI I TE ATA
KA AO, KA AO, KA AWATEA
TIHEI MAURI ORA**

THE BIRD SINGS
THE MORNING HAS DAWNED
THE DAY HAS BROKEN
BEHOLD THERE IS LIFE.

REFLECTIONS

Explore whenua

Connection to the land and roots

<p>What does whenua mean to you?</p> <hr/> <hr/> <hr/>	<p>What activities did you try out today?</p>
<p>What made you feel good?</p> <hr/> <hr/> <hr/>	<p>What didn't work for you?</p>
<p>I'd like to do more of....</p> <hr/> <hr/> <hr/>	<p>How did you feel after spending today exploring whenua? Place an emoji sticker here so you can remember how it made you feel:</p>

Explore taha hinengaro

Mental and emotional wellbeing

What is taha hinengaro?

Just like your physical health, your taha hinengaro/mental and emotional wellbeing needs to be taken care of. Taha hinengaro is your mind, heart, conscience, thoughts and feelings. It's about how you feel, as well as how you communicate and think.

Why is taha hinengaro an important way to wellbeing?

Taking care of taha hinengaro is important for everyone, regardless of whether or not you've experienced mental illness or distress.

Being involved in meaningful, fulfilling mahi has huge benefits for your taha hinengaro. If you don't enjoy your mahi, or if you don't feel valued or supported in the workplace it can have a negative impact on how you feel. Even if you're going through this right now, you can still do things to boost your wellbeing.

When your taha hinengaro is strong, you can better cope with the ups and downs of life. You can express your feelings and reach out for support from friends, whānau and hoamahi/colleagues if you need to.

Exploring your way to wellbeing through taha hinengaro

- Carve out a special moment in your day to do something nice for yourself. It could be enjoying a cup of coffee with a hoamahi, listening to your favourite song while you work, or taking a walk around the block to get some fresh air.
- Take 10 minutes at the start of the work day to do a group mindfulness meditation. There are tonnes on YouTube! This will help you to focus on the day ahead.
- Make a gratitude wall in your lunchroom or other shared workspace – invite people to bring in photos or write down the things they are grateful for in their lives right now. It's a nice visual reminder of the things that make us feel good, and it's cool to read what other people are grateful for too!
- Create a wellbeing space – somewhere people can go to do their own wellbeing practices such as meditation, karakia or physical exercise.
- Take the opportunity during workplace hui/meetings to ask everyone how they are and really listen to the answers.

Explore taha hinengaro

Mental and emotional wellbeing

- Start a wellbeing committee – think of it like a social club, with a wellbeing focus! The goal is to come up with monthly activities for people to get involved in that will give their wellbeing a boost.
- Challenge hoamahi to do walking hui – getting out of your usual workplace environment and being active will help generate more innovative ideas! Even if you work outdoors it's a good idea to take yourself away from your normal environment.
- Give a compliment – acknowledge someone in your workplace who makes your day that much brighter! It'll give you warm fuzzies too.
- Hold a random acts of kindness week at mahi!

An important note

It's important that workplaces create supportive environments where it's normal, safe and okay to talk about mental health. If you'd like some guidance on how you can open up the conversation, see our Open Minds videos and resources at: www.mentalhealth.org.nz/open-minds

If you or someone you care about is experiencing mental distress or illness and needs some tautoko/support, help is available. See our short guide on [page 23](#).

REFLECTIONS

Explore taha hinengaro

Mental and emotional wellbeing

<p>What does taha hinengaro mean to you at mahi and beyond?</p> <hr/> <hr/> <hr/>	<p>What activities did you try out today?</p>
<p>What made you feel good?</p> <hr/> <hr/> <hr/>	<p>What didn't work for you?</p>
<p>I'd like to do more of....</p> <hr/> <hr/> <hr/>	<p>How did you feel after spending today exploring taha hinengaro? Place an emoji sticker here so you can remember how it made you feel:</p>

Explore taha tinana

Physical wellbeing

What is taha tinana?

Taha tinana is your physical wellbeing. It is about how your body grows, feels and moves and how you care for it.

Taha tinana is just one aspect of health and wellbeing and cannot be separated from all others.

It's important to acknowledge that sometimes your taha tinana might not be as good as you'd like it to be, and this might be beyond your control. What's important is that you take care of your physical being and do what you can to nurture it, regardless of your current physical abilities.

Why is taha tinana an important way to wellbeing?

Working to nourish and strengthen your taha tinana will help you to cope with ups and downs at work and in life generally. When you feel physically well, it helps you feel mentally well too. Having good physical wellbeing means you can focus on your mahi and take leadership in helping your hoamahi/colleagues live healthier lives too.

Exploring your way to wellbeing through taha tinana

- Make a commitment with your hoamahi to pick one thing you could each do to improve your physical wellbeing. It could be supporting one another to quit smoking, drinking more water, having regular lunch breaks or eating more fruits and veggies. Start small and encourage each other to keep working at it!
- Look at how accessible your workplace is for people who may be using wheelchairs or other mobility supports to get around. Visit www.beaccessible.org.nz for more information.
- Kai nourishes our bodies. Take some time to prepare some healthy meals to take to mahi. Check out YouTube for recipe ideas and demonstrations. You could hold a MasterChef competition with your hoamahi!
- Try a body scan meditation. Notice where you might be holding tension and learn how to breathe deeply and release the tension from your body. This is a great thing to try to do before a big hui or presentation.

Explore taha tinana

Physical wellbeing

- Have a massage therapist or yoga instructor come into the workplace to give 20-minute sessions to people who want them.
- Hold a steps competition – encourage people you count their steps using a pedometer. Tally up the scores at the end of the week and reward the person or team who make the most steps! This will encourage people to do walking hui and be more active during the work day.
- Start a social sports team – it's a great way to release stress and connect with your hoamahi outside of the workplace.

REFLECTIONS

Explore taha tinana Physical wellbeing

<p>What does taha tinana mean to you at mahi and beyond?</p> <hr/> <hr/> <hr/>	<p>What activities did you try out today?</p>
<p>What made you feel good?</p> <hr/> <hr/> <hr/>	<p>What didn't work for you?</p>
<p>I'd like to do more of....</p> <hr/> <hr/> <hr/>	<p>How did you feel after spending today exploring taha tinana? Place an emoji sticker here so you can remember how it made you feel:</p>

Explore taha whānau

Family and social wellbeing

What is taha whānau?

Taha whānau is about who makes you feel you belong, who you care about and who you share your life with.

Whānau is about extended relationships – not just immediate relatives. It's your hoamahi/colleagues, friends, community and the people you care about. You have a unique place and a role to fulfil within your whānau and your whānau contributes to your wellbeing and identity.

Why is taha whānau an important way to wellbeing?

Spending time with whānau, doing things for them and getting involved gives you a feeling of purpose, connection and wellbeing. As a core source of strength, support, security and identity, whānau plays a central role in your wellbeing.

Exploring your way to wellbeing through taha whānau

- Connect your work whānau and non-work whānau together by having a whānau day! Hold a BBQ or picnic at your mahi and invite your hoamahi to bring the people who are important to them too.
- Brainstorm what whānau means to your workplace. How can you create a workplace environment with whānau values?
- Get to know your neighbours – invite people from nearby workplaces to share a morning tea with your hoamahi.
- Encourage hoamahi to bring in photos of the people who are important to them and decorate their work space.
- Strengthen connections between work whānau by holding a monthly shared lunch – get people to bring in their favourite kai.
- Have a hoamahi going through a tough time? Rally together to prepare meals, or offer any other tautoko/support needed.
- Organise lunchtime workshops – invite people to share their knowledge and passion about things that may or may not be related to your mahi!

REFLECTIONS

Explore taha whānau

Family and social wellbeing

<p>What does taha whānau mean to you?</p> <hr/> <hr/> <hr/>	<p>What activities did you try out today?</p>
<p>What made you feel good?</p> <hr/> <hr/> <hr/>	<p>What didn't work for you?</p>
<p>I'd like to do more of...</p> <hr/> <hr/> <hr/>	<p>How did you feel after spending today exploring taha whānau? Place an emoji sticker here so you can remember how it made you feel:</p>

Explore taha wairua

Spiritual wellbeing

What is taha wairua?

Taha wairua explores your relationship with the environment, people and heritage in the past, present and future.

Your spiritual essence is your life force – your mauri. This is who and what you are, where you have come from and where you are going.

The way people view wairua can be very different. For some, wairua is the capacity for faith or religious beliefs or having a belief in a higher power. Others may describe wairua as an internal connection to the universe. There is no right or wrong way to think of or experience wairua, but it is an important part of our mental wellbeing.

As part of exploring your way to wellbeing we encourage you to think about what wairua means to you and the things you can do to strengthen your wairua.

Why is taha wairua an important way to wellbeing at mahi?

Feeling comfortable in your identity, values and beliefs will help you to feel secure in who you are and what you stand for.

When you are content with yourself you are better able to cope with challenges, build strong whānau relationships and discover the things that uplift you.

At mahi, taha wairua needs may be supported through creating a respectful environment where mindfulness and kindness are encouraged, bullying is not accepted and diversity is embraced.

Exploring your way to wellbeing through taha wairua

- Display your workplace values – the actions, attitudes and beliefs that your workplace upholds. If you don't currently have them, ask your hoamahi for input and create some you all agree to share.
- Learn a workplace waiata/song that represents the values of your mahi. Sing it at the start of staff hui.
- Learn a karakia/prayer that you can say to start or end your day or ground and centre yourself during times of stress.
- Consider finding a mentor – someone you admire who can support, guide and encourage you through challenges and triumphs at mahi.

RĀMERE

FRIDAY

Explore taha wairua Spiritual wellbeing

- Celebrate the different cultures within your mahi – during language weeks invite people of that culture to share their food, stories, beliefs and rituals.
- Hold a reflection and goal setting session with your hoamahi. Think about the things your workplace has collectively achieved, the things you're proud of, the challenges you've overcome and the thing you hope to achieve in the short and long term.
- Set a reminder in your calendar every few hours to be present. Take a few mindful breaths, take notice of your surroundings and ground yourself before starting the next task.
- Do a nature walk at lunchtime – take notice of your surroundings – the birds singing, leaves rustling, clouds moving – notice how you feel when you're breathing in fresh air.

REFLECTIONS

Explore taha wairua Spiritual wellbeing

<p>What does taha wairua mean to you at mahi and beyond?</p> <hr/> <hr/> <hr/>	<p>What activities did you try out today?</p>
<p>What made you feel good?</p> <hr/> <hr/> <hr/>	<p>What didn't work for you?</p>
<p>I'd like to do more of...</p> <hr/> <hr/> <hr/>	<p>How did you feel after spending today exploring taha wairua? Place an emoji sticker here so you can remember how it made you feel:</p>

SUPPORT

Talking about mental health and wellbeing at work

It's important that workplaces create supportive environments where it's normal, safe and okay to talk about mental health.

If you notice someone at mahi is struggling with their mental health, don't ignore it. It's good to remember that no special skills are required to talk about mental health. You just need to be empathetic, approachable, and willing to listen. Don't worry if you don't quite know what to say. Just by being supportive and listening, you're helping to make a difference.

If you'd like some guidance on how you can open up the conversation and tautoko/support your hoamahi, see our Open Minds videos and resources at www.mentalhealth.org.nz/open-minds

Need tautoko/support?

Everyone goes through ups and downs in life – that's a completely normal part of being human.

If you're worried you or someone at your mahi is not coping or needs some support, there's help available – no one should go through a tough time alone.

The best first point of contact is to visit your GP or offer to go to a GP with your friend or whānau member. They can help assess what further support might be needed.

Below is a list of some of the services available in New Zealand that offer support, information and help. All services are available 24 hours a day, seven days a week unless otherwise specified.

SUPPORT

National helplines

Need to talk? Free call or text 1737 any time for support from a trained counsellor

Lifeline – 0800 543 354 (0800 LIFELINE) or free text 4357 (HELP)

Suicide Crisis Helpline – 0508 828 865 (0508 TAUTOKO)

Youthline – 0800 376 633, free text 234 or email talk@youthline.co.nz or online chat

Remember it's okay to get support for yourself when you're supporting someone you care about. Supporting Families provides this throughout Aotearoa: supportingfamilies.org.nz

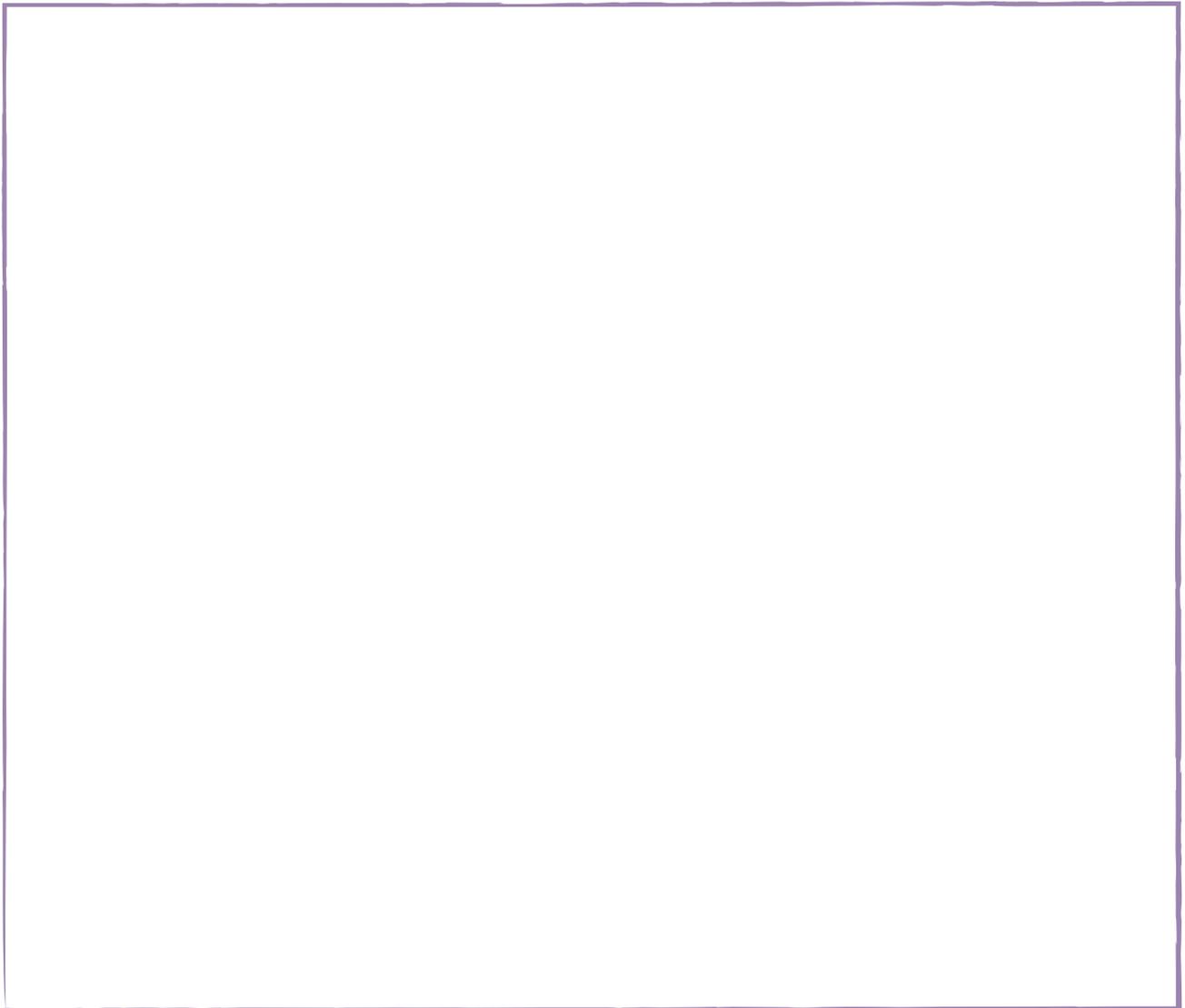
In crisis

If you or someone you care about are in immediate physical danger to themselves or others, call 111. For more information see mentalhealth.org.nz/in-crisis

CHECK IN

Write or draw how you're feeling at the end of Mental Health Awareness Week. Use an emoji sticker too!

KEI TE PĒHEA KOE? HOW ARE YOU?

A large, empty rectangular box with a thin purple border, intended for the user to write or draw their feelings at the end of Mental Health Awareness Week. The box is centered on the page and occupies most of the lower half of the page.

ACTION PLAN

Your Wellbeing Action Plan

Action Plan Pick three actions you'd like to commit to doing to help boost your wellbeing at mahi and beyond	When
Whenua <ul style="list-style-type: none">e.g. I will create my pepeha	Ready to share at the next staff hui!
Taha Whānau <ul style="list-style-type: none">e.g. Decorate my workspace with photos of people and things that are special to me	Next week
Taha Tinana <ul style="list-style-type: none">e.g. Aim for 10,000 steps on work days	Starting next week

ACTION PLAN

Your Wellbeing Action Plan

Action Plan Pick three actions you'd like to commit to doing to help boost your wellbeing at mahi and beyond	When
Taha Hinengaro <ul style="list-style-type: none">e.g. Set up our first wellbeing committee	Set first meeting for next month
Taha Wairua <ul style="list-style-type: none">Do a short mindful breathing exercise each morning	Starting today
If I'm struggling I will:	

For more resources, activity ideas and information visit www.mhaw.nz