

# Wellness Seminars

Family Services Employee Assistance Program seminars are designed to help employees that seem to be having similar concerns. The seminars are classified by Managing Careers, Guiding Families and Inspiring Improvement. All seminars can be provided in lunch hour, half day, full day or longer formats depending on your needs.



## ***Managing Careers***

Ideally, a workplace is a comfortable, open, positive and safe environment. Realistically, workplace conditions vary and not every workplace is all of these things. Managing Careers seminars move worksites closer to an ideal state through awareness, understanding and practical skill building.

## ***Administering Change***

This seminar is intended for organizations going through change. Participants will learn how to deal with the social aspects of change, as well as the role of the leaders during change. This seminar promotes harmony and continuity within the organization.

## ***Balancing Work and Home***

This seminar is designed to aid the participant in identifying areas in work and home life that have impacted balance and caused stress. The seminar will help define stress and alert participants to burnout and prevention of burnout. The key to this seminar is to identify needs and wants within the work and home and discovering a balance between the two in order to achieve a rich and contented life.



## ***Burnout***

Prolonged stress can result in emotional, physical and mental exhaustion. This seminar will help participants commit to serious lifestyle changes, in order to avoid burnout.

## ***Conflict Management***

Conflict in the workplace can cause harmful stress. When conflict is handled effectively, stress can be minimized and personal and work relationships will improve. Participants of this seminar will examine the impact of conflict on people, supervisors the workplace. Participants will learn a conflict resolution model and will be encouraged to create an action plan to effectively deal with conflict in the future.

## ***Managing Anger and Aggression***

This seminar is designed to help managers and supervisors identify and manage anger in their work environment. It will provide managers with tips when dealing with several different anger situations including their own. It will also offer several strategies and suggestions to help make and keep the workplace more enjoyable for the management and the employees.



## ***Managing Change***

This seminar will help participants to understand transition and to identify strategies and resources to assist them in dealing with transitional issues. Participants will be encouraged to develop and commit to an action plan that will help them move forward.

## ***Pensions and Retirement Planning***

Does the mere mention of RRIFs, LIRAs, LIFs, LRIFs, annuities, DB or DC plans or the CPP and OAS programs have you looking cross eyed? This seminar focuses on unravelling the often-confusing

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information on personal, government and company retirement plans. Retirement readiness and the “How much money is enough to retire on?” question are also explored.

## ***Promoting a Positive Workplace***

This seminar identifies the contributors and barriers to a positive work environment. Participants will learn the characteristics of positive communication and how to develop those skills. Each participant will be encouraged to examine their own personal conflict resolution style and to learn and practice new ways of managing conflict in the workplace.

## ***Stress Management***

This seminar defines stress and explores its causes. Participants learn to identify personal stressors and signs of stress while acquiring stress management techniques. Participants will also develop a personalized stress management action plan that will help them to be healthier and happier.

## ***Supervisory Training***

This seminar trains supervisors and managers to effectively identify and deal with troubled employees. Participants will be given suggestions and strategies to make it easier to do their job and will become more aware of how their employee assistance program can help them and their employees.

## ***Team Building***

This seminar explores what makes an effective team, how to build a team and how to develop good communication skills. Participants will also learn how to deal with team conflict.

## ***Guiding Families***

Some of the most difficult people to communicate with can be family members. Guiding Families offers seminars developed to help families cope with personal issues by bringing support, awareness, understanding and solution focused skill building to each seminar.

## ***Balancing Work and Family***

This seminar will teach participants to look for the signs that their lives are out of balance, identify the barriers in their lives to having balance and how to develop a plan to achieve balance. Participants will learn how to listen to their internal messages and empower themselves. The key to this seminar is that when people achieve balance in their lives, they feel better about themselves, are healthier and have more authentic and satisfying relationships with others.

## ***Caring for Your Elderly Parents***

This seminar will help to increase participant's awareness of the physical and emotional aspects of aging. They will examine how to develop a more meaningful relationship with their elderly parents and will receive information on the different community resources available to them and their aging parents.

## ***Christmas and Stress***

Christmas is supposed to be a time of joy and happiness. In reality, it can be a time of immense stress and sadness. This seminar will help participants find a balance at this busy time of year. They will learn stress coping mechanisms and how to prioritize so that they can enjoy this special time of year.



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## ***Couples Communication***

This seminar is intended to help couples reach a deeper level of communication in order to promote team work, kindness, respect for one another and a focus on the relationship rather than being right. Participants will learn about the stages of relationships, the fears and hopes of couples, and what negative and positive "glue" keeps couples together.



## ***Eldercare***

This seminar examines the statistical trends of aging and explores the issues of the elderly. Participants will learn about care giving and the extent of their responsibility when providing care. The emotional reactions and defence mechanisms brought on by aging will be discussed, as well as ways for the elderly and the caregivers to remain positive and healthy.

## ***Parents: Bring Out the Best in Your Child!***

This is a summary of tested parenting practices, in order to: get attention without yelling or screaming; encourage your child's natural gifts and talents; help children learn to think for themselves; use discipline for learning and self-esteem; reduce parent stress and enjoy your children more.

## ***The Agony and the Ecstasy: Parenting Teens***

This skill-building session focuses on the areas of communication, guidance and problem solving including "How to negotiate with adolescents" and "How to be in control without being controlling."

## ***What is Caregiving?***

Many of us have to face the difficult reality that we will have to start "parenting" our parents. The participants of this seminar will learn how to effectively care for the physical, emotional, psychological and spiritual needs of another person, while maintaining their own personal health and well being. Topics such as when it is time to start care giving, the positive and negative impact of care giving and what is involved in care giving are covered.



## ***You and Your Aging Parents***

Many parents live long and healthy lives- but when losses affect them, they may affect you too. What happens when one parent can no longer care for another; when parents refuse to accept that they need help; are lonely and seem to need all their support from you; or may be losing their ability to make sound decisions? What do you do- and do you share the responsibility or do it alone?

## ***Inspiring Improvement***

From communication to addiction and recovery, Inspiring Improvement seminars bring awareness, realizations, support and skills to those who are having difficulties coping with personal issues, or to those who are just interested in improving areas in their lives.

## ***Budgeting, Bankruptcy and Beyond***

Are money issues getting you down? Discover what money means to you, methods to take control of your finances and how to prepare a personal money management plan. We explore the full spectrum, from budgeting methods, avoiding debt, committing to your plan and getting out of debt, to bankruptcy and its alternatives.

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## ***Lifestyle Planning for Retirement***

Retirement is a new life stage involving change, adjustment, uncertainty and personal growth. This seminar focuses on the psychology of leaving work, the emotional process of adjusting to retirement and how relationships are affected by retirement. Participants will learn how to make retirement an exciting and positive change in their lives.

## ***Managing Anger Productively***

Do you become impatient quickly? Is your tolerance low when things don't go as you wish? You can learn to let go of unimportant or unchangeable matters, and you can also learn how to transform unproductive levels of anger into creative energy.

## ***Money Management and Budgeting***

More money is not the answer... This seminar will guide you in setting financial goals, making a budget, estimating expenses, and saving money. Learn the skills of using credit well. Discover the Ten Basic Rules of Money Management and many money-saving tips.

## ***The Art of Successful Communication***

Effective communication is essential today. We can all benefit from learning how to listen and how to express ourselves effectively so others will listen to us.

