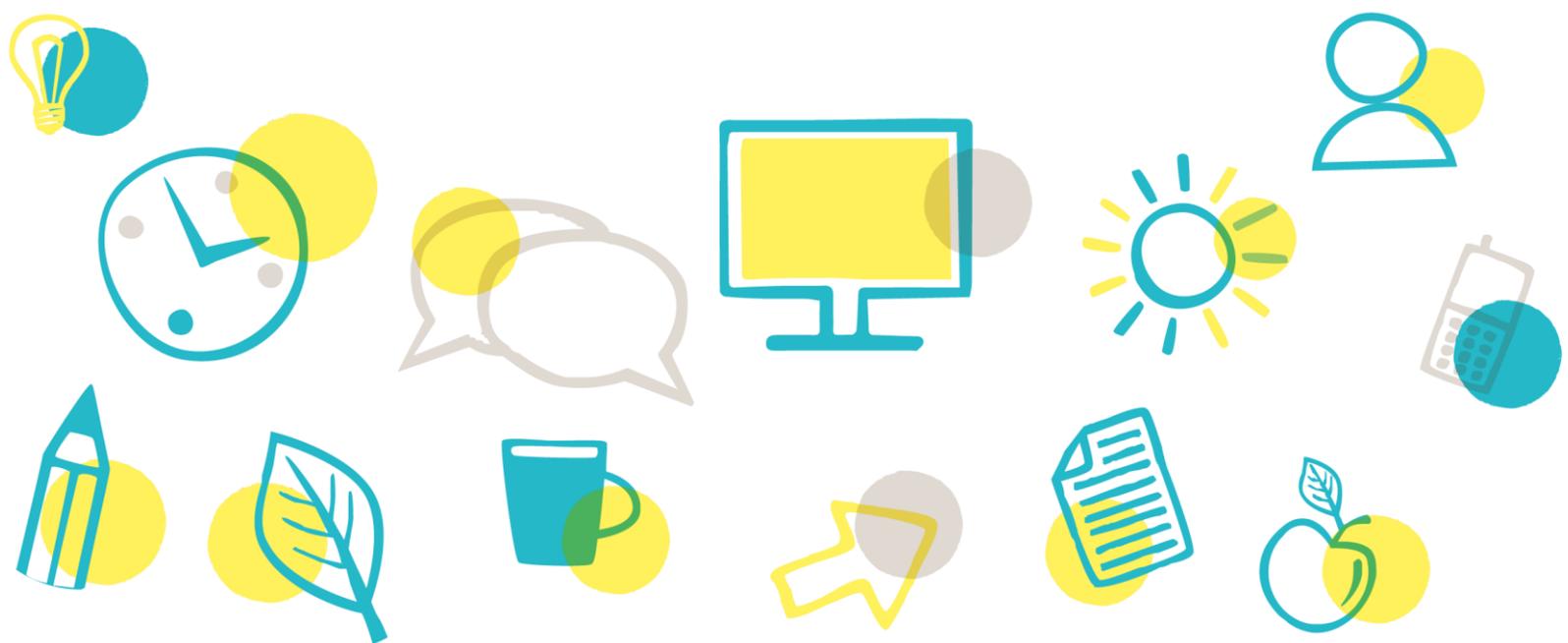


SAMH WORKPLACE

TRAINING CATALOGUE



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About SAMH

Since 1923, SAMH has been Scotland's national mental health charity. Our mission is to lead by example, to be innovative, purposeful and challenging in all that we do. SAMH campaigns for rights and rights-based services, challenges stigma and discrimination, and promotes inclusion. We work to raise the aspirations and expectations of people who use services, people who deliver services and society as a whole. We aim to promote mental health and wellbeing in our communities and throughout our workplaces.

Every year, one in four of us in Scotland will experience a mental health problem, but there is still a culture of fear and silence around mental health, especially in the workplace. Poor mental health is now the most common cause of staff sickness absence, but research from our friends at See Me found that 38% of Scottish workers think that someone would be unlikely to tell their employer about their mental health problem for fear of losing their job.

We know from experience that creating a mentally healthy workplace is good for both employees and employers. A mentally healthy workplace is more productive, has lower staff turnover and fewer absences. Promoting mental health can also help boost staff morale, improve working relationships and create a respectful, inclusive working environment, supporting you to be an employer of choice.

Our SAMH Workplace Team harnesses our mental health and wellbeing expertise to offer our clients a suite of products to support the creation of mentally healthy workplaces. SAMH Workplace offers cost-effective solutions to empower organisations with the tools they need to support positive mental health.

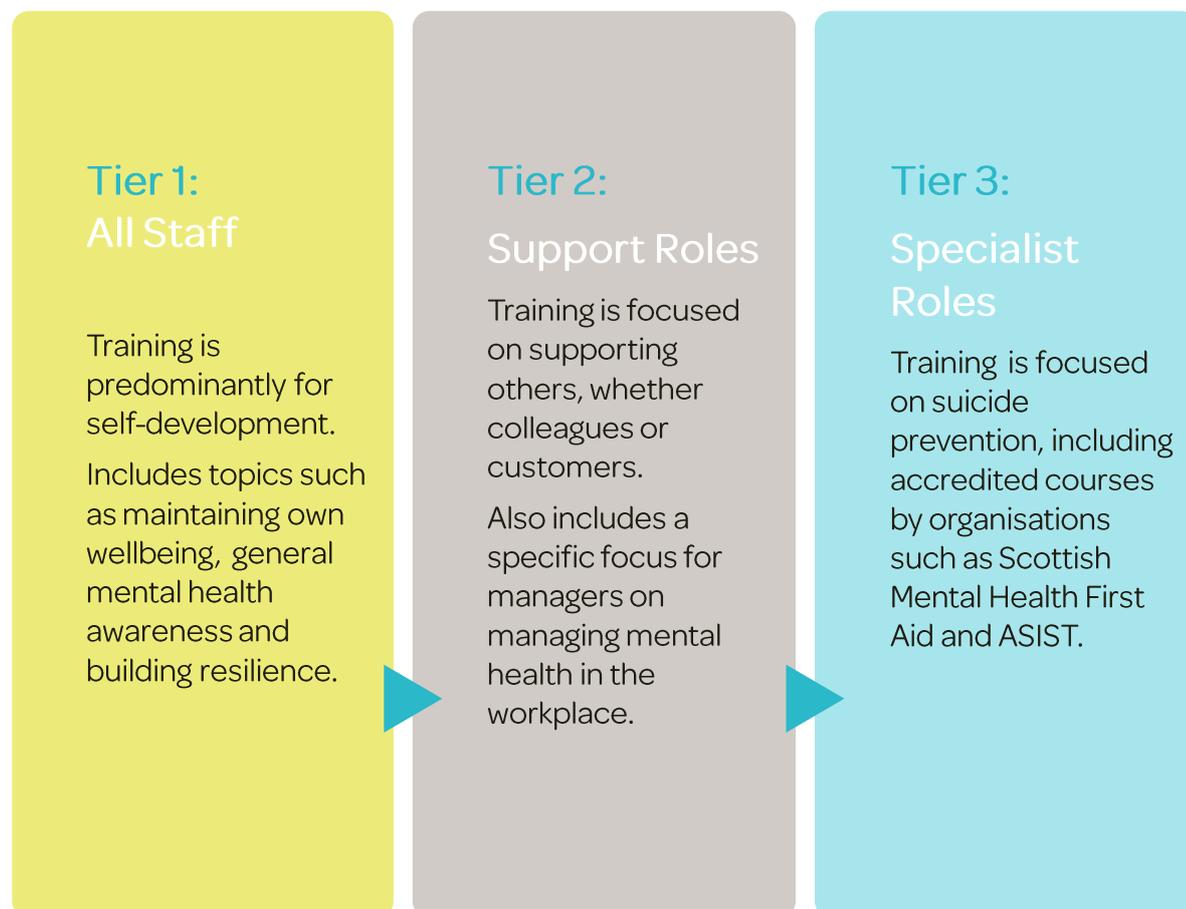
Whether you want to begin a mental health revolution across your entire organisation, or wish to provide a few key members of staff with specialist training, it makes good business sense to choose SAMH Workplace.

We are a trusted partner to over 70 organisations across the public, private and voluntary sectors.



Our Workplace Training

Our training products are relevant to a wide audience, and are divided into three tiers based on the desired depth of learning and the participants' role within their organisation.



Delivery Model

Our training products are delivered either virtually (via Microsoft Teams or Zoom) or in the classroom, depending on the topic, with interactive lesson programmes designed to encourage delegates to participate either verbally or through the use of chat box functions. We also encourage participants to switch on cameras during virtual sessions, which are not recorded.

Training is followed up with a digital resource pack which includes further reading and relevant resources to continue the learning process.

Delivery options:

- Virtual bitesize session: up to 50 delegates
- Virtual webinar course: up to 50 delegates
- Virtual interactive workshop: 5-11 delegates
- Classroom course: up to 16 delegates
- Suicide Prevention classroom course: up to 24 delegates

Please note, some training products are restricted to either a virtual or classroom format. This will be discussed at the point of enquiry.

Duration

Virtual sessions currently range from 30 minutes up to 3 hours.

Classroom courses are typically 6 hours long, but can be modified to suit your organisational needs.

Please note, some of our training products can be delivered in both classroom and virtual formats. The classroom format allows for more time for interactive activities and more in-depth discussion on mental health topics due to additional safeguarding available.

Cost

Costs vary depending on participant numbers, development time of bespoke elements, and duration of course. Our Workplace Coordinator will be able to provide further information based on your needs.

Please contact workplacetraining@samh.org.uk to discuss further.



Our Training Products

Tier 1: All Staff

Mental Health and Wellbeing Awareness

<p>Overview</p>	<p>This course will provide participants with a basic understanding of mental health and wellbeing. It provides information on mental health diagnoses and how these can impact individuals. Participants will then explore ways to look after their wellbeing through practical strategies and building resilience.</p>
<p>Aims & Objectives</p>	<p>We will cover:</p> <ul style="list-style-type: none"> • Definition of mental health, wellbeing and the mental health continuum • Depression, anxiety, and other mental health problems • Common mental health problems and at risk groups • Early warning signs and triggers • Personal and clinical recovery • Maslow’s hierarchy of needs and how this shapes our wellbeing • Stress versus pressure and the risk of burnout • Impact of poor wellbeing and use of a Wellness Action Plan • Definition of resilience and how to incorporate this into our daily lives • Practical strategies to build personal resilience and wellbeing, and prioritising self-care: Stress Resilience Action Planning tips and suggestions
<p>Format & Duration</p>	<p>Classroom course 6 hours</p>



Looking After Your Wellbeing

Overview	<p>This workshop will provide participants with an overview of maintaining their own wellbeing. It outlines the definition of mental health and wellbeing and how this shapes our understanding of creating a mentally healthy workplace. Participants will also explore stress and how this can affect individuals, as well as exploring external supporting organisations and the importance of looking after ourselves. There is a particular focus on resilience and how we can build this into our everyday lives.</p> <p>Please note, you can also book this course with an additional module on wellbeing and hybrid working.</p>
Aims & Objectives	<p>We will cover:</p> <ul style="list-style-type: none">• Definition of mental health and wellbeing and how this shapes our understanding of creating a mentally healthy workplace• Stress versus pressure and the risk of burnout• The impact of poor wellbeing for ourselves, our organisation, and wider society• Use of a Wellness Action Plan to identify our workplace wellbeing needs• Definition of resilience and how to incorporate this into our daily lives• My spheres of influence for managing our anxieties• Importance of our Wellbeing Diary• Definition of resilience• Practical strategies to build personal resilience and wellbeing, and prioritising self-care
Format & Duration	<p>Virtual interactive workshop 90 minutes (or 2 hours with Hybrid Working module)</p> <p>Virtual webinar course 90 minutes (or 2 hours with Hybrid Working module)</p>



Menopause and Mental Health

Overview	This workshop will raise awareness of menopause in the workplace and support for employees. It highlights issues that women face when they go through this change, and how symptoms can impact their home and working life as well as their mental health and wellbeing. This session is designed for employees or employers to explore ways they can support women to discuss the stigma, myths and conversations around menopause in the workplace.
Aims & Objectives	We will cover: <ul style="list-style-type: none">• Definition and the stages of menopause including when they can occur in a woman's life• Common myths and beliefs about menopause• Signs and symptoms of menopause• Easing symptoms of menopause [*no medical advice given]• Stigma and menopause - why do we need to talk about menopause?• Statistics relating to menopause and the workplace• Menopause friendly policies and the Menopause Workplace Pledge• Reasonable workplace adjustments to support colleagues• Signposting and follow up resources
Format & Duration	Virtual interactive workshop 2 hours Virtual webinar course 90 minutes



Food and Mood

This session will build participant's understanding around the relationship between food and mood. It will explore tips and tools for managing mood with food as well as further support available.

- Explore the influences of food choices on mood and mental health
- Practical tips and tools to managing mood with food

Format: Virtual bitesize session

Duration: 30 minutes

Having a Mental Health Conversation

This session will explore helpful language to use in a mental health conversation and ways to initiate and support these discussions.

- Opportunity to explore the definition of mental health and wellbeing and how this shapes our understanding of creating a mentally healthy workplace
- Supportive language and signposting for having a mentally healthy conversation

Format: Virtual bitesize session

Duration: 30 minutes

Managing Stress

This session will explore stress and related triggers. It will look at stress management tips and tools for inside and outside the workplace as well as further supports available.

- Understanding what stress is and how it might present itself in individuals
- Early warning signs that might suggest a staff member is struggling with their mental health
- Practical tools and guidance on stress management inside and outside of the workplace

Format: Virtual bitesize session

Duration: 30 minutes

Men's Mental Health

This session will highlight current statistics in relation to men's mental health and common mental health problems men may experience.

- Understanding the impact of stigma and toxic masculinity
- Exploring contributors to poor mental health in men
- Specific signposting and support options

Format: Virtual bitesize session

Duration: 30 minutes



Seasonal Affective Disorder

This session will explore the definition of seasonal affective disorder (SAD) and common signs and symptoms, while equipping participants with practical tools to manage SAD.

- Understanding the definition of SAD and common signs and symptoms
- Practical tools and guidance to support wellbeing specific to SAD

Format: Virtual bitesize session

Duration: 30 minutes

Sleep and Mental Health

This session will build participant's understanding around the relationship between sleep and mental health. It will explore tips and tools for better sleep, as well as further supports available.

- Understanding of the science behind sleep
- The signs of poor sleep and guidance to improve this

Format: Virtual bitesize session

Duration: 30 minutes

The 5 Ways to Wellbeing

This session will introduce participants to the 5 Ways to Wellbeing toolkit and demonstrate practical steps to help improve wellbeing.

- Understanding a variety of ways in which wellbeing can be included into regular routine
- Self-reflection of current wellbeing strategies

Format: Virtual bitesize session

Duration: 30 minutes

The Impact of Poor Mental Health

This session will explore the importance of wellbeing in a workplace, what poor mental health might look like and practical tools to promote workplace wellbeing.

- Understanding the impact of poor mental health across the organisation
- Exploring the importance of wellbeing in the workplace
- Using practical tools and campaigns to promote wellbeing at work

Format: Virtual bitesize session

Duration: 30 minutes

Using a Wellness Action Plan

This session will introduce participants to the Wellness Action Plan and the importance of recognising their own mental health and wellbeing.

- Enhances understanding of the importance of wellbeing at work
- Opportunity for structured conversation around mental health and wellbeing needs

Format: Virtual bitesize session

Duration: 30 minutes



Tier 2: Support Roles

Introduction to Suicide Prevention	
Overview	<p>This workshop will provide participants with a brief introduction to suicide prevention (it is not designed for crisis support and we cannot guarantee a confidential, safe space due to the nature of group video conferences). It explores the latest statistics in relation to suicide in Scotland and the stigma that exists around this topic. Participants will also explore how to contribute to breaking down this stigma and develop the confidence to support someone who is having thoughts of suicide to seek the appropriate support.</p>
Aims & Objectives	<p>We will cover:</p> <ul style="list-style-type: none">• Prevalence and impact of suicide in Scotland• Signs that someone may be having thoughts of suicide• Helpful ways to ask the question should you spot any of these signs• Boundaries within the remit of your role when providing support to someone having thoughts of suicide• Importance of keeping yourself safe• Appropriate signposting to organisations that can offer support both for the individual having thoughts of suicide and for yourself
Format & Duration	<p>Virtual interactive workshop 2 hours</p>



Mental Health in the Workplace: A Guide for Managers

Overview	This course/workshop will provide participants with the skills to support and manage positive mental health in the workplace. It outlines the definitions of mental health, wellbeing and stress, and what we can all do to contribute to a mentally healthy workplace culture. Participants will also explore the most commonly diagnosed mental health problems and legislation relevant to supporting employees with their mental health.
Aims & Objectives	We will cover: <ul style="list-style-type: none">• Use of proactive and intervention tools to support staff with their wellbeing in both 1:1 and team settings• Spotting the warning signs that someone may be struggling with their mental health• Common mental health problems and ways to support• Helpful ways to have the conversation and offer support within the remit of your role• Practical tools for creating a mentally healthy workplace culture• Collective responsibility to contribute to workplace wellbeing• Ways to build capacity in others throughout the organisation to champion mentally healthy workplaces
Format & Duration	Classroom course 6 hours Virtual interactive workshop 3 hours



Mental Health: Supporting Others

Overview	<p>This course/workshop will provide participants with an overview of how to support those around us with their mental health and wellbeing. It outlines the definition of mental health and wellbeing and the stigma that exists around mental health in Scotland. Participants will also learn about the most commonly diagnosed mental health problems, as well as exploring external supporting organisations and the importance of looking after ourselves.</p>
Aims & Objectives	<p>We will cover:</p> <ul style="list-style-type: none">• Spotting the warning signs that someone may be struggling with their mental health• How to approach the conversation and offer support within the remit of your role should you spot any of these signs• Impact of stigma and discrimination around mental health and ways to reduce this• Common mental health diagnoses• Signposting and follow up resources <p>This course can also be delivered for customers and will include information on consumer vulnerability and mental health concerns for customers.</p>
Format & Duration	<p>Classroom course 6 hours</p> <p>Virtual interactive workshop 2 hours</p> <p>Virtual webinar course 2 hours</p>



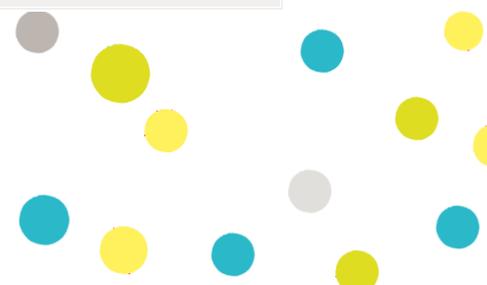
Trauma Informed Practice

Overview	<p>This course/workshop will provide participants with the confidence and skills to spot potential trauma and to adopt a trauma informed approach when supporting others. Participants will explore multiple frameworks to better understand the impact of trauma on individuals and tailor support within the limitations of their role.</p> <p>Due to the sensitive nature of this topic, it is recommended that participants who have recently experienced trauma do not take part in this course. We cannot guarantee a confidential space for disclosure when delivering this course.</p>
Aims & Objectives	<p>We will cover:</p> <ul style="list-style-type: none">• Definition of trauma and its impact in our communities• Relationship between trauma and our mental health• Coping strategies adopted by those impacted by trauma and how to advocate safe coping strategies• Trauma and the brain; the relationship and impact• Triggers and creating trauma informed environments• Principles of trauma informed practice• Minimising vicarious trauma and keeping ourselves safe
Format & Duration	<p>Classroom course 6 hours</p> <p>Virtual interactive workshop 3 hours</p>



Wellbeing Champions

<p>Overview</p>	<p>This course/workshop is specifically designed for those who wish to support their organisation at a strategic level by introducing organisational wellbeing initiatives and supporting all staff to identify wellbeing needs within their roles/teams.</p> <p>Before attending the course, there must be an organisational commitment towards supporting the Wellbeing Champion or Champions with dedicated time for their continuous development. More information can be found in the Wellbeing Champion Role Description document on request.</p>
<p>Aims & Objectives</p>	<p>We will cover:</p> <ul style="list-style-type: none"> • Roles and responsibilities of a Wellbeing Champion and how this fits within your organisation • Building a business case for senior managers for workplace wellbeing and implementing initiatives • Stigma in the workplace and ways to tackle this as an organisation • Collaborative working with other teams across your organisation and guidance on specific roles involved in wellbeing initiatives • Influencers of workplace wellbeing and ways to promote this • Developing a Wellbeing Champions toolkit and practical tools to share with colleagues • Follow-up plan to support implementing a Wellbeing Champion <p>Training course pre-requisites. <u>Participants must have:</u></p> <ul style="list-style-type: none"> • Basic awareness of mental health and related issues in the workplace • Approval from your line manager to dedicate time to the Wellbeing Champion role. <i>We recommend the equivalent of one day a month.</i>
<p>Format & Duration</p>	<p>Classroom course 6 hours</p> <p>Virtual interactive workshop 3 hours</p>



Tier 3: Specialist Roles

Scottish Mental Health First Aid	
Overview	<p>The course does not train people to be mental health workers. It offers basic general information about mental health problems. The knowledge presented and understanding developed in the course helps to remove stigma and fear and to give confidence in approaching a person in distress.</p> <p>Mental Health First Aid is an initial response to distress and all participants on the course understand that this help is given only until other suitable or professional help can be found</p> <p>This course is accredited by Scottish Mental Health First Aid</p>
Aims & Objectives	<p>We will cover:</p> <ul style="list-style-type: none">• Guidance on being a Mental Health First Aider• Attitudes to mental health issues• Equalities• Recovery message• Impact of alcohol and drugs on mental health• Introduction to suicide intervention• Listening skills• Understanding depression• How to offer first aid to someone experiencing depression• Understanding anxiety• How to offer first aid to someone experiencing anxiety• Understanding psychosis• How to offer first aid to someone experiencing a psychotic episode
Format & Duration	<p>Classroom course 2 full days</p>



ASIST

Overview	<p>LivingWorks Applied Suicide Intervention Skills Training (ASIST) is a two-day interactive workshop in suicide first aid. ASIST teaches participants to recognise when someone may have thoughts of suicide and work with them to create a plan that will support their immediate safety. Although ASIST is widely used by healthcare providers, participants don't need any formal training to attend the workshop – anyone 16 or older can learn and use the ASIST model.</p> <p>This course is accredited by LivingWorks</p>
Aims & Objectives	<p>We will cover:</p> <ul style="list-style-type: none">• How personal and societal attitudes affect views on suicide and interventions• Suicide first aid to a person at risk in ways that meet their individual safety needs• Key elements of an effective suicide safety plan and the actions required to implement it• Value of improving and integrating suicide prevention resources in the community at large• Other important aspects of suicide prevention including life-promotion and self-care
Format & Duration	<p>Classroom course 2 full days</p>

If you would like to enquire about any of our training products and discuss your individual needs, please contact workplacetraining@samh.org.uk



SAMH is the Scottish Association for Mental Health.
Scottish Charity No. SC008897

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