

Headspace for Work

# Your 2021 toolkit for workplace wellbeing



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# To our partners in wellbeing

In the last year and a half, we've seen our colleagues in ways we never have before.

Those of us who worked online caught glimpses into each other's homes. The everyday chaos of families and pets and deliveries gave us an intimate view of life getting real.

Those of us who went to our workplaces in person witnessed each other's fears, bravery, and resilience — face to face, and mask to mask.

To coincide with World Mental Health Day 2021, we asked your peers at companies around the world to share what they have learned. How did their teams or work cultures change? What worked best in supporting their people? How will they support them going forward?

You'll see what they had to say, on the pages below. We hope you'll put these insights into practice as you help your own teams find some Headspace.

— YOUR FRIENDS AT HEADSPACE FOR WORK



# Trends report findings

Our [2021 Trends Report](#) revealed some eye-opening, data-based insights. Among them:

1



Employers are retreating when employees need them most

2



Employees signal an ongoing need for mental health programs

3



Overall stress is letting up, but work-related stress is more prominent

4



Priorities shifted as the pandemic dragged on

5



Mental health is a rising threat to retention, engagement, and productivity

**This made us curious:**  
how are our partners at companies around the world supporting their teams and moving forward?

# Headspace partners said...



“ Let’s talk about [mental health]. Let’s normalize the conversation. Let’s break the stigma. Anything we can do to improve that and remove some of the taboo about mental health is good.”

JAMES MACKIE | HEALTH DIRECTOR, BP



“ One of the most important things, particularly for us in the Army, is having what we call the chain of command’s buy-in. Having your manager buy into looking after wellbeing.”

NICOLA SIDES | HEALTH PSYCHOLOGIST, UK ARMY



“ Listen to your employees and don’t adopt a one-size-fits-all solution. Be creative in your ideas to meet your employees’ needs and ask them about what is most beneficial to them.”

ADRIENNE DEVER | BNSF LOGISTICS

**What trends were revealed from the hundreds of responses we received? Read on.**

# People are still feeling stressed and depressed

This is leading to a rise in burnout and fatigue



**“Almost everyone is experiencing some form of trauma, stress, and burnout from the pandemic.”**

ASSOCIATE DIRECTOR, BENEFITS | FINANCIAL SERVICES

“The majority are feeling flat, unmotivated, and fatigued.”

HEAD OF CUSTOMER EXPERIENCE  
TECHNOLOGY COMPANY

“Some are lonely. Some are depressed. Everyone is stressed out from living in the world as we now know it.”

MANAGER, BENEFITS  
TECHNOLOGY COMPANY

“Everyone is burnt out. We needed to hire up so we could allow people time off to focus on wellness.”

TALENT ACQUISITION COORDINATOR  
MARKETING & ADVERTISING COMPANY

“We talk about burnout a lot more, and in HR we focus on making sure people are taking PTO.”

HUMAN RESOURCES ADMINISTRATOR  
SECURITY COMPANY

# One-size-fits-all solutions don't work

Every person, and team, has different needs



**“We have been more flexible – working with individuals trying to meet people where they are and supporting their unique situations.”**

SENIOR HUMAN RESOURCES MANAGER | TELEMEDICINE COMPANY

“Everyone is going through tough times and there is not one fix-it-all solution. We need more patience with each other and ourselves.”

SENIOR COMMUNICATIONS MANAGER,  
BIOCHEMICALS COMPANY

“Every person is different and must have different options for support, and companies need to invest in this. It is not easy or simple, but investment and care matter and show.”

SENIOR HUMAN RESOURCES MANAGER,  
TELEMEDICINE COMPANY

“Some people feel that virtual meetings don't make them feel as engaged or included. Some people want to return to the office for their sanity, others want to continue to work from home.”

HUMAN RESOURCES ADMINISTRATOR,  
SECURITY COMPANY

“People have so many different needs, and organizations need to be nimble and quick to respond.”

SENIOR HUMAN RESOURCES MANAGER,  
NON-PROFIT

# Reduce the stigma around mental health and wellbeing

People are still afraid to talk about it or ask for help

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**“Be open to discussing how you feel! Don’t suffer alone. We all need to support one another.”**

ADMINISTRATIVE SERVICES MANAGER | ENERGY COMPANY

“ Be more transparent that people are struggling and they are not alone.”

DIRECTOR, HEALTH ADVANCEMENT & PREVENTION STRATEGIES, HIGHER EDUCATION

“ Constantly embedding the messaging for wellbeing and resources is needed to help support individuals’ approach to wellbeing, both in good times and bad.”

HRIS & BENEFITS COORDINATOR, PROPERTY MANAGEMENT COMPANY

“ Be an example of living your values. You can’t just say that you understand that people have children at home. You have to be willing to let your meetings get interrupted by a kid and then you have to force yourself not to apologize.”

HUMAN RESOURCES ADMINISTRATOR, SECURITY COMPANY

# Show compassion and support

Ask people how they are and what they need

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**“We are switching from one form of stress to another all the time. It doesn’t feel like we’re able to get a break. At least we’re able to notice this now and talk about it.”**

HUMAN RESOURCES ADMINISTRATOR | SECURITY COMPANY

“Empathize with others and show a bit of compassion and guidance. It’s free!”

HEAD OF WELLBEING, DIVERSITY AND INCLUSION, NATIONAL MILITARY

“Check in with colleagues — just ask how someone is or share a coffee with them.”

HR MANAGER, ENVIRONMENTAL ORGANIZATION

“Slow down. Ask how someone is, and really listen. Offer to help.”

DIRECTOR, HEALTH ADVANCEMENT & PREVENTION STRATEGIES, HIGHER LEARNING

“Take an interest in what is going on for your colleagues. Make time to listen.”

HR MANAGER, HOUSING NON-PROFIT

# Introduce wellbeing into work days

## Encourage slowing down and taking breaks

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“Go outside and take a walk. That break can help boost productivity for the rest of the day.”

HR MANAGER, TRANSPORTATION

“ Host a virtual break room, introduce wellness activities, and allow everyone to work from home on Mondays.”

DIRECTOR OF EDUCATION AND CHILD DEVELOPMENT, CIVIC & SOCIAL ORGANIZATION

“ Take regular breaks, and drink more water! Take five minutes every hour to just breathe, get up and walk around, reset your mind.”

DEVELOPER, TECHNOLOGY COMPANY

“ We now implement no internal meetings Wednesdays to give everyone a break from Zoom.”

PEOPLE OPS SPECIALIST, SOFTWARE COMPANY

“ Time-block schedules with time for meditation and exercise.”

CEO, MEDIA COMPANY



# Your checklists for a healthier, happier team

Print these pages, and share them with your people.

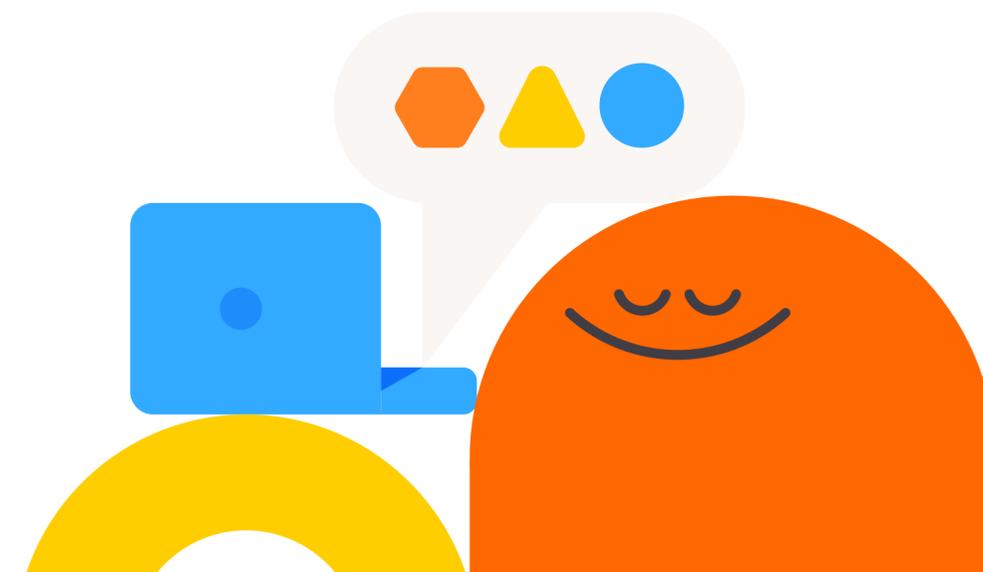


# What leadership can do

## to create a more supportive workplace

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- Share consistent wellbeing messaging in business communications
- Implement mental health benefits like therapy and counseling
- Extend mental health tools and benefits to spouses and dependents
- Be available to help guide managers to the mental health tools you have available
- Share live-streamed classes or invite guest speakers on wellbeing
- Support self-care practices like getting massages and taking time off
- Allow for increased flexibility (WFH, hybrid, or work-from-anywhere)
- Invest in diversity, equity, and inclusion (DEI) to give everyone a voice
- Consider emotional health initiatives as an ongoing investment
- Keep everyone connected with regular town halls

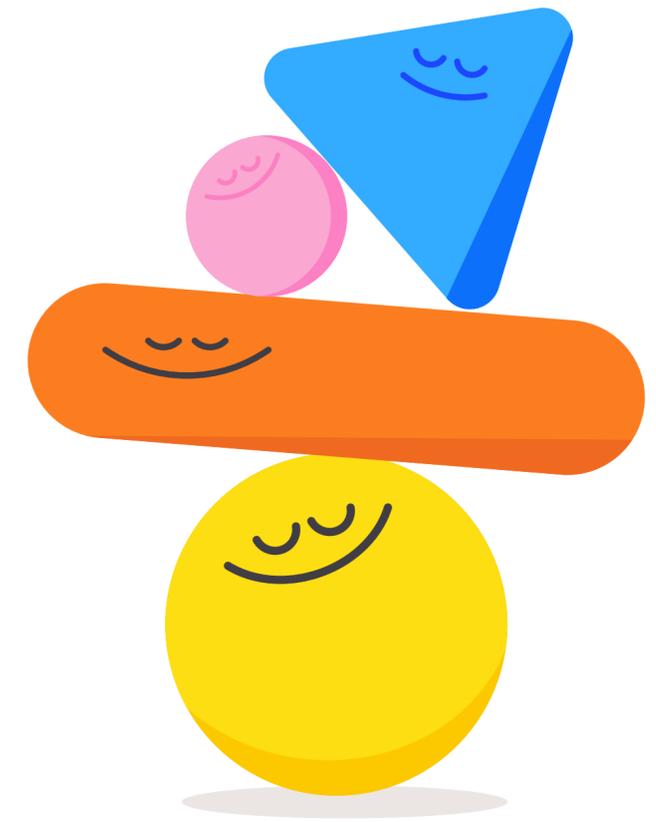


# What you can do

to support your team's wellbeing

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- Talk about mental health regularly to help break the stigma around it
- Continue to show that you are there for your team through both words and actions
- Ask people how they're doing, and really listen
- Actively encourage breaks from work (5-minute meditations, walking, etc.)
- Get guidance on how to structure mental health and wellbeing conversations
- Offer social activities to help team members connect (virtual, or in person)
- Instate one day without meetings each week
- Invite people to do walking meetings
- Model vulnerability and compassion; describe your own challenges
- Send care packages to show your appreciation and support



# What you can do for yourself to stay centered and strong

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- Go for midday walks to clear your mind
- Listen to Focus playlists or calming music
- Practice meditation (even if it's only for 5 minutes)
- Schedule short breaks into every work day
- Make daily movement a priority
- Set boundaries between work and personal life
- Integrate regular time for self-care
- Practice mindful breathing; even 3 intentional breaths will help
- Make lists to help you stay focused and clear
- Let your supervisors know when you feel overwhelmed



## Let us help

**Headspace for Work is a science-backed meditation and mindfulness solution for the workplace.**

It's never been more critical for business and HR leaders to address the mental wellbeing of their teams head-on. Enterprise-ready, Headspace for Work offers proven mindfulness programs that lead to healthier organizations from the inside out.

As your partner in workplace mental health, we can support you in building a healthier, happier workplace.

[Contact us or schedule a demo today](#)