

# BEING A SUPPORTIVE COLLEAGUE

Tips for a mentally healthy workplace

1

## SPOT THE SIGNS

A change in behaviour that is out of character may be cause for concern or indicate a need.



2

## APPROACH & ASSIST

Find an appropriate time and place. Offer comfort and reassurance that conversations are private.



3

## ACTIVELY LISTEN

Set aside judgement. Listen with acceptance, empathy, and without interruption.



4

## OFFER SUPPORT

Ask what would be helpful. Maintain confidences. Share trusted helpful resources.



5

## ENCOURAGE SUPPORT

Discuss professional help, self-help strategies and their support network. Remember to check in.

