

Guide to developing your Mentally Healthy Workplace Strategy and Action Plan- Strategy on a Page Example

Supporting tool for the Victorian Mentally Healthy Workplaces Framework

Victorian Government



Acknowledgement of Country

We acknowledge the First Peoples of the lands and waters across Victoria and their ongoing strength in practising the world's oldest living culture. We acknowledge the Traditional Owners of the lands and waters on which we live and work and pay our respect to their Elders past and present.

We recognise that poor mental health disproportionately affects First Peoples' communities. Further, there are long-lasting, far-reaching and intergenerational consequences of the dispossession of First Peoples and their Country that are a direct result of colonisation and the establishment of the State of Victoria. This history, and the systems it gave rise to, continue to harm First Peoples today. It is only through community-led approaches to supporting healing and structural transformation to enable true self-determination that we can begin to right the wrongs of the past.

Disclaimer

This guide is intended for general information and guidance purposes only and should not be considered or relied upon as an official compliance tool or advice. Using this guide does not ensure compliance with Occupational Health & Safety (OHS) regulations under the Occupational Health and Safety Act 2004. Additional resources such as those provided by WorkSafe Victoria need to be considered / adopted to abide by regulations.

While efforts have been made to ensure information presented is accurate and reliable, it is important to note that laws, regulations and requirements can change over time and may vary by jurisdiction.

This guide does not constitute legal, professional or regulatory advice. It is recommended that you consult the appropriate jurisdictional resources and consult with qualified legal or compliance professionals if you require specific compliance and regulatory guidance.

Key terms and their meaning:

Business Types: This framework has been developed for all Victorian Businesses, including sole-traders, small business, not-for-profit organisations, for profit organisations, government organisations and volunteer organisations. Either the term "**workplaces**" or "**organisations**" has been used in this framework as a catch-all to represent all different types of businesses and places where people conduct work. Unless specifically mentioned, the information provided is guidance for all Victorian business types and all workplace types, including working from home or remote work, and working outdoors.

Employment Type: This framework has been developed for all Victorians engaged in work. It recognises that people are engaged in work as full-time, part-time or casual employees, self-employed, contractors, volunteers and other types of work. The term "**worker**" has been used in this framework to represent all different ways Victorians are engaged in work. This includes all forms of work, including short term, casual, irregular or insecure work.

Acknowledgement of Lived and Living Experience

We acknowledge people with lived experience of mental ill-health and recovery and the experience of people who have been carers, families, or supporters. Some of the most powerful evidence to the Royal Commission into Victoria's Mental Health System came from the personal experience of people living with mental ill-health, their families, and carers. There has been extraordinary determination and courage as people have revisited painful memories in the hope of shaping a better future for themselves and others. We and other Victorians are deeply appreciative for this.

This website uses language to describe and discuss themes and concepts relating to mental health, but we acknowledge others might use different words to communicate their experience which are also valid.

Crisis support services

If you or someone you know or work with are experiencing a mental health crisis, please contact one of these 24 hours, 7 days services

Lifeline: 13 11 14
Suicide Call Back Service: 1300 659 467
Beyond Blue: 1300 224 636
MensLine Australia: 1300 789 978
QLife: 1800 184 527 (3pm to midnight daily)
Kids Helpline: 1800 551 800
13YARN: 13 92 76

Your strategy on a page - example

Your Vision

Type a summary of your vision statement

e.g. We strive to create a workplace of inclusion and acceptance where everyone feels looked after, respected, well and safe. Importantly, we aim to create a workplace that individuals feel proud to be part of and represent because of our commitment to their wellbeing.

Your Goals

e.g. Our goal is to become a psychologically safe workplace by prioritising wellbeing through new policies, practices and our culture.

Type a summary your goal here

Type a summary your goal here

Type a summary your goal here

Type a summary your goal here

Type a summary your goal here

Type a summary your goal here

Initiatives / Actions and Roles and Responsibilities



Type a summary of the Initiatives / Actions to address the gaps you have identified here
e.g. Implementing a check-in at the start of team meetings

Type the roles and responsibilities associated with the initiatives / actions here
e.g. Team leaders to action addition of mental wellbeing check-in to standard agenda template



Type a summary of the Initiatives / Actions to address the gaps you have identified here

Type the roles and responsibilities associated with the initiatives / actions here



Type a summary of the Initiatives / Actions to address the gaps you have identified here

Type the roles and responsibilities associated with the initiatives / actions here

Timeline

Include your priority/action area and desired timeframes here



