



YELLOW ZONE

a place where you can *flourish*

creating a Yellow Zone in
the **work place**

Acknowledgement

The Yellow Zone resiliency initiative was developed by Brittany Pfannenstien & Danielle Protivinsky, Stearns County Health and Human Services Public Health Coordinators. Dani and Brittany have developed the Yellow Zone Initiative by compiling evidence-based research and practical resources to be used in the Stearns County community. The Yellow Zone initiative is a continuation of community ACE's initiatives. With influence from Dr. Corey Keyes, and other organizations; Yellow Zone can support the community as a whole to enhance flourishing.

The research used in creating the Yellow Zone Initiative was supported by the wealth of positive psychology research conducted by Dr. Corey Keyes. We would like to show our gratitude to Dr. Corey Keyes for sharing his pearls of wisdom with us during the course of developing this toolkit.

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Public Health
Prevent. Promote. Protect.

Stearns County

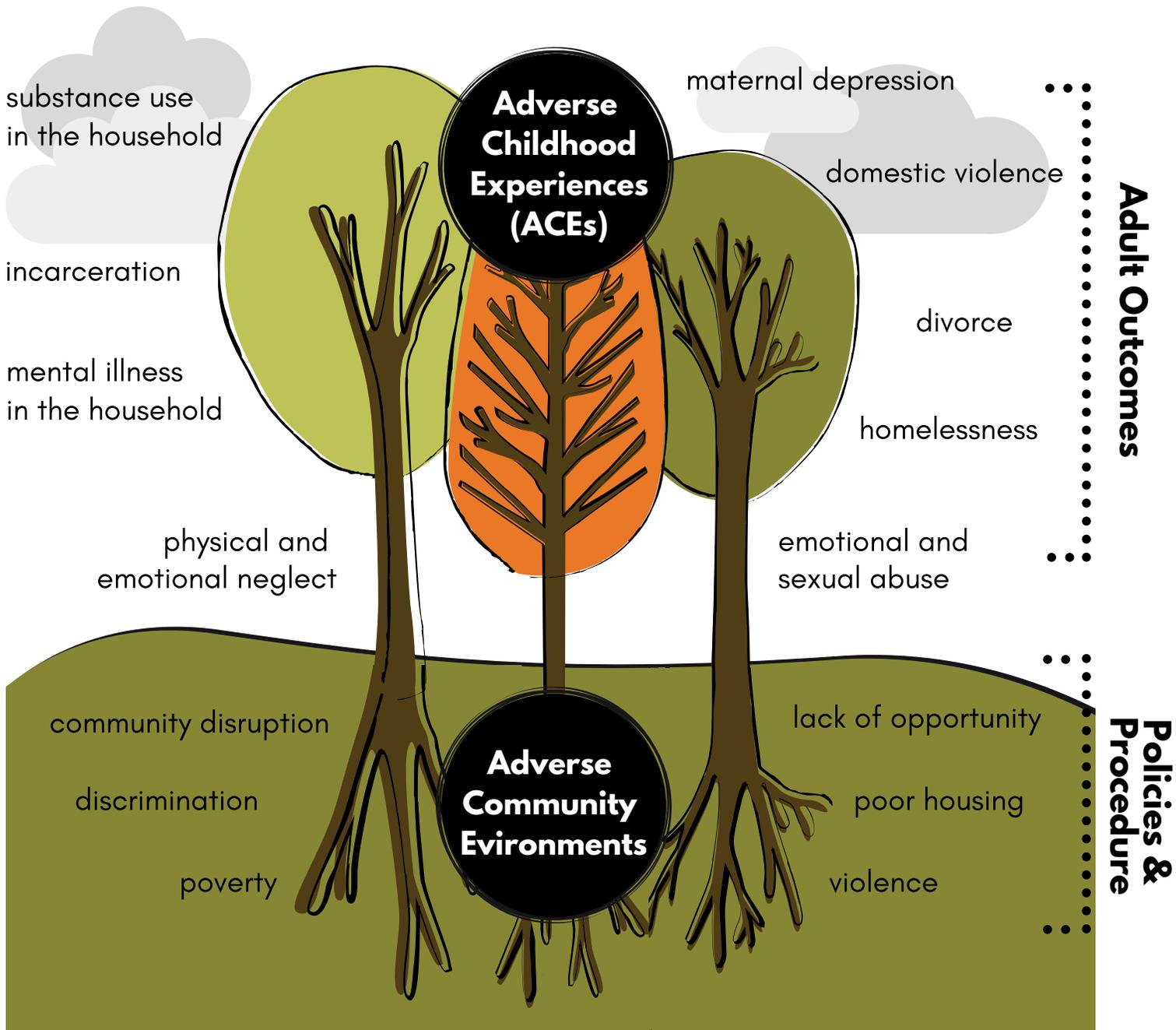
Everyone deserves opportunity for Mental Health and Well-Being.

- Brains are built through experience. The interaction between our biology and experiences shapes the chemicals and structures of our brains, particularly during early childhood and adolescence.
- Fear, trauma, and chronic stress negatively impacts Mental Health and Well-Being. While we all experience stress and hard times, the cumulative impact of chronic or intense stress is real. It gets built into our bodies and is passed on to the next generation.
- Where we live, learn, work, and play impacts our Mental Health and Well-Being. This includes structures and environments that are safe, nurturing, inviting, toxin free, and facilitate relationships, community and culture.
- Resilience is not enough in the face of oppression. Oppression is bad for our Mental Health and Well-Being. Intentional systemic changes to end oppression are essential to help individuals, families and communities thrive.
- Physical health & Mental Health and Well-Being are intertwined. When we experience physical illness, injury or pain it has a negative impact on our Mental Health and Well-being.

Everyone and every system has a role and responsibility in ensuring our collective Mental Health and Well-Being. We all benefit when public and private organizations work together.

- Mental Health and Well-Being happens in and through community. We can spread and protect Mental Health and Well-Being by building positive relationships, social connections and drawing on community and cultural assets.
- Mental Health and Well-Being requires a sense of purpose and power. To truly experience Mental Health and Well-Being we need to feel that we have the power to shape our world and change our lives and conditions for the better. For many, historical trauma is a reality that takes away our sense of purpose and power and continues to be part of our lived experience and reality.
- Positive relationships are central to Mental Health and Well-Being. Relationships provide meaning and facilitate skill development and feelings of belonging. Lack of positive relationships and isolation are detrimental. Positive relationships are not automatic; families and communities need information, resources, and other supports to help cultivate and sustain them.
- Culture shapes our definitions and understanding of Mental Health and Well-Being. It is OK and healthy for individuals and communities to have different perspectives on what it means to be well and how to achieve well-being. Culture is a source of healing, connection and strength.
- Everyone needs opportunity to learn and practice skills to manage life and engage in the world. Skills to manage stress, find balance and focus, and engage socially, are critical components that should be cultivated throughout the lifespan in both formal and informal settings. Skills and experiences that help people feel valuable and engage in their family, community and economy are also critical.

THE PAIR OF ACES



The **Building Community Resilience Pair of ACEs Tree** illustrates the relationship between adversity within an individual and adversity within the community. The **leaves** on the tree represent the “symptoms” of Adverse Childhood Experiences (ACEs). ACEs can increase a person’s risk for chronic stress and adverse coping mechanisms, and result in lifelong chronic illness such as depression, heart disease, obesity and substance use. The tree is planted in **poor soil** that is steeped in systemic inequities, robbing it of nutrients necessary to support a thriving community. Adverse Community Environments create a negative cycle of ever worsening soil that results in withering leaves on the trees. ACEs are a national public health concern that demonstrates the need for policy, practice and programs to support and build resilience.

Learn more at www.go.gwu.edu/BCRvideos

BUILDING A FLOURISHING COMMUNITY

in central minnesota

% of adults that as children...

lived with an adult with mental illness
17% **17%** **19%**
 National MN Stearns

experienced physical abuse from a parent or other adult
18% **16%** **15%**
 National MN Stearns

witnessed domestic violence
18% **14%** **15%**
 National MN Stearns

Children in Out of Home Placement per 1,000 kids ages 0-17
11.4 **11.8**
 MN Stearns

Households with income less than poverty level
13% **10%**
 MN Stearns

Adverse Childhood Experiences (ACEs)

% of 8th grade students who have experienced...

a parent or adult on the household that hit, beat, kicked or physically hurt them in any way
12% **12%**
 MN Stearns

a parent or adult on the household that regularly swears, insults or puts them down
14% **12%**
 MN Stearns

Students who report being connected to a caring adult
60% **62%**
 MN Stearns

Serious crimes committed per 100,000 residents
2,363 **3,108**
 MN Stearns

Adverse Community Environments

% of adults that as children experienced Adverse Childhood Experiences (ACEs)

38%
 National

37%
 Stearns

62% of Stearns County adults that as children experienced 2 or more ACEs living at less than or equal to 200% of poverty level

Sources: Behavioral Risk Factor Surveillance System (BRFSS), 2016 Stearns County Community Health Survey, MDH Out-of-Home Care and Permanency Report, Minnesota Compass, 2016 Minnesota Student Survey

The Science of Flourishing

Mental health is the psychological, emotional, and social aspects that affect our well-being whereas mental illness is a condition where the psychological, emotional, and social aspects of our life affect our well-being to the point where day to day life is difficult such as depression and anxiety.

Dr. Corey Keyes created the dual Mental Health Continuum acknowledging that mental health and mental illness are interrelated, but have distinct dimensions. One continua portrays the presence or absence of mental illness whereas the other continua portrays the presence or absence of mental health.

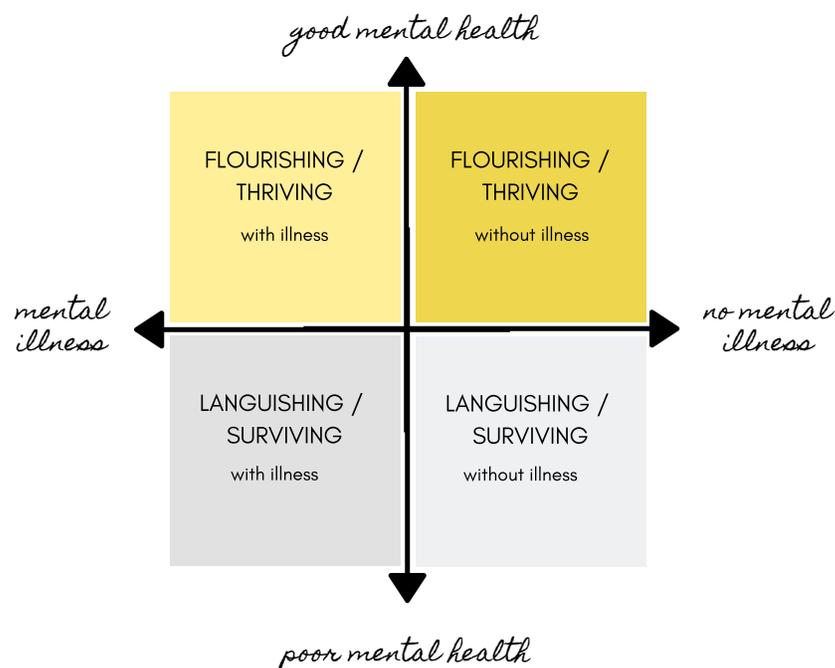
Keyes denotes that an individual is “flourishing” when they are not merely free of mental illness, but rather filled with high levels of emotional well-being, psychological well-being, and social well-being.

According to Keyes, only 17% of individuals are truly flourishing.

Dr. Keyes’ research consistently demonstrates that individuals who are diagnosed as languishing, either with or without mental illness, are functioning worse in terms of physical disease, healthcare utilization, work productivity, and psychosocial functioning (Keyes 2002, 2004, 2005, 2006, 2007). This demonstrates the importance of helping people find pathways from a state of low mental health (languishing) to high mental health (flourishing).

Flourishing individuals are truly living rather than merely existing.

The Mental Health Continuum



Introduction to the Yellow Zone

The Yellow Zone is an initiative created by Stearns County Public Health to help schools, work places, and the community establish an environment that supports the positive well-being of healthy, productive and flourishing individuals.

A Yellow Zone is a place that cultivates well-being through five basic pillars: **Helping, Socializing, Learning, Playing, and Spirituality**. All five of these pillars are components that nurture the psychological, emotional, and social aspects of mental health.

Stearns County Human Services is dedicated to supporting the mental health and well-being of Stearns County residents through this Public Health initiative.

A Guide to Creating a Yellow Zone

The Yellow Zone Guide is a free resource created by Stearns County Human Services. This Public Health initiative is aimed at improving mental well-being among the community. The Yellow Zone Toolkit addresses the difference between mental health and mental well-being and provides easy to use information, strategies and promotional resources to cultivate an environment of flourishing in the work place.

How to Use this Guide

The Yellow Zone Worksite Toolkit was created to empower work places to create a culture of flourishing. You can create a Yellow Zone in your work place by simply utilizing the strategies and promotional materials created by Stearns County Public Health that are provided through out this guide. It can be utilized in the work place by employers, employees, their families and the community.

Review the 5 pillars and identify areas of languishing that could be targeted with the provided resources and get started today! By working together, we can overcome the barriers that lead to languishing to build an environment of flourishing through cognitive growth and learning.

Draft Yellow Zone Resolution for the Work Place

WHEREAS, the _____ Board believes all employee and clients served deserve the opportunity for Mental Health and Well-being; and,

WHEREAS, the mission of _____ is to _____; and,

WHEREAS, Yellow Zone is an environment that cultivates well-being through 5 pillars, which nurture the psychological, emotional, and social aspects of mental health. As a result, a Yellow Zone will promote flourishing among employees and clients at _____; and,

WHEREAS, to flourish means to live within an optimal range of human functioning, one that has high levels of emotional well-being, psychological well-being, and social well-being according to Dr. Corey Keyes; and,

WHEREAS, Stearns County Human Services, the Public Health Division has developed this well-being initiative and provides free resources to meet the needs of our community, including the work place, at all stages of life; and,

WHEREAS, through the Yellow Zone initiative; _____ will partner with other organizations and the community to encourage efforts to support flourishing, will designate Yellow Zone spaces to support well-being and flourishing among all age groups, request community partner feedback in the creation of Yellow Zone to best meet the needs of _____, call for champions within our community that put Yellow Zone into everyday practice, stress the importance of continued need for education, information, and resources to help the _____ community flourish and request the support from partners in preventive actions to support overall well-being and flourishing.

NOW, THEREFORE, BE IT RESOLVED that the _____ Board designates _____ as a Yellow Zone with all the appropriate programs, services and activities and call upon the people of _____ community to support through Yellow Zone our families, friends, neighbors, co-workers and leaders so they can flourish in the community.

Passed by unanimous vote of the _____ Board this _____ day of _____, 2019

Board Chair Name
Chair
Signed this _____ day of _____, 2019



YELLOW ZONE

Less than
20 percent
of the US population
is flourishing. ¹

3 : 1

the ratio of positive to
negative emotions that
serve as a tipping point
for whether people live
a flourishing life. ²

40 percent

of a person's
happiness is
attributed to their
thoughts, plans and
behaviors. ³

A Place Where You Can Flourish.

Created by Stearns County Public Health

To *flourish* means to live within an optimal range of human functioning, one that has high levels of emotional well-being, psychological well-being, and social well-being, according to Dr. Corey Keyes.

Individuals with less than flourishing mental health report more physical ailments and chronic disease, miss more days of work, use more health care (more prescriptions, more hospitalizations, more visits for physical, mental, emotional reasons), are more likely to die prematurely, and are more likely to develop mental illness.

5 Yellow Zone Pillars

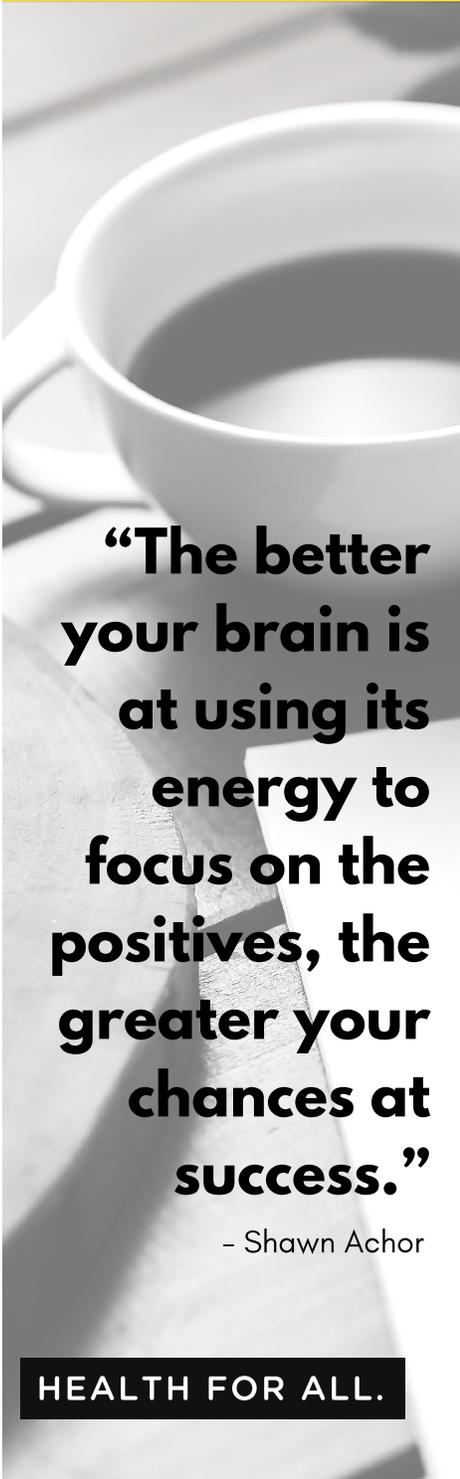
Help - Socialize - Learn - Play - Spiritual

A Yellow Zone is an environment that cultivates well-being through 5 pillars, which nurture the psychological, emotional, and social aspects of mental health. As a result, a Yellow Zone will promote flourishing among individuals.

You can create a Yellow Zone by utilizing the tools and resources provided through out the Yellow Zone Toolkit.

YELLOW ZONE

in the workplace



“The better your brain is at using its energy to focus on the positives, the greater your chances at success.”

- Shawn Achor

HEALTH FOR ALL.

Empowering workplaces to establish and support a culture of flourishing.

"Flourishing adults tend to miss fewer days of work, experience fewer health problems and tend to have a sense of purpose in their life."
- Dr. Corey Keyes

Establishing a workplace that is a Yellow Zone transforms the work culture to one that supports flourishing individuals. By introducing the 5 Yellow Zone Pillars, the work culture evolves into an environment where people are motivated and look forward to coming to work each day. In return, work performance, motivation, engagement, conflict resolution and problem solving are greatly impacted.

How Higher Well-being Impacts the Workplace



source: Gallup and Gallup / Healthways published research from 2012-2015

On average, adults spend half of their waking hours in the workplace. Not only is it possible to create a culture of flourishing in the workplace, it is essential!



YELLOW ZONE

Kind people have
23 percent

less cortisol
(the stress hormone)
and age slower than
the average person! ²

Of people who
volunteer:

94 percent

say it improves
their mood.

96 percent

say it enriches
their sense of
purpose in life.

78 percent

say it reduces stress. ³

HEALTH FOR ALL.

A Place Where You Can Flourish.

help

The most powerful and simple way to increase your well-being daily is to do 1 deliberate act of kindness for someone else. Research has proven that helping others is actually a core need for overall well-being. Doing an act of kindness decreases stress, improves happiness, lowers blood pressure, release "feel good" hormones and even inspire others! The key to is to do something that pulls you out of your normal routine, something extra, special, and remarkable to improve the happiness of someone else. In fact, kindness is contagious! Kindness can improve the happiness of the giver, receiver and any observers. This is why it is common to see people "pay it forward."

Holding a handshake or a hug for at least 6 seconds releases oxytocin, the neurochemical that helps us feels connected and loved.

And did you also know that kindness is teachable? "It's kind of like weight training, we found that people can actually build up their compassion 'muscle' and respond to others' suffering with care and a desire to help." - Dr. Ritchie Davidson, University of Wisconsin

RANDOM ACTS OF KINDNESS

Random Acts of Kindness (RAOK) can be a very simple, yet effective way to brighten another person's day. Think of it as "bucket filling," which refers to a system that encourages individuals to fill up each other's invisible buckets by doing RAOK.

"Be kind whenever possible. It is always possible." – Dalai Lama

Examples: RAOK in the Workplace

Write Thank You or Complimentary Notes for Another Person

Has a co-worker helped you recently? Did someone bring in birthday treats? Write down your appreciation and give it to them!

Create an RAOK Acknowledgement Jar

Setup a jar with strips of paper and a pen next to it for people to acknowledge someone else's work. Read the acknowledgements aloud during your weekly team meetings.

Make a RAOK Bulletin Board

Provide post it notes for individuals to display the RAOK they are doing for others to inspire and motivate others to do the same.

Pass It On! Recognize kindness around you and be kind to others.

VOLUNTEER WORK

Donation Drives

Divide the office into teams and hold a monthly contest to see which team can donate the most to a charity, shelter, food shelf or Goodwill.

Pay Employees to Volunteer

Give your employees an allotted amount of time each month to leave their desks during the day to volunteer.

Volunteer Days

Once a quarter, gather your employees and get them involved in a community-wide clean-up day or some other type of volunteer service. This can be a highway beautification project, a local urban garden project, or a corporate car wash to raise money for a cause.

RAOK

Lead by Example!

Smile.

Invite a co-worker to lunch.
Give someone a compliment.
Leave a random positive note.

Say hello to a stranger.
Send an encouraging email.

Enjoy lunch with someone.
Write down your favorite quality about someone and give it to them.

Bring in treats for your team.
Offer your help when time permits.

Let go of any grudges and forgive mistakes.

Leave change in the vending machine.

Leave a used book.

Be kind to yourself.

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YELLOW ZONE

To offset our negative bias, which we all have as a survival mechanism, we must experience

3 good things for every 1 negative experience for our mood to “break even.”

To cultivate greater positive emotion, we must have a

6 : 1 ration for every bad experience, we must have 6 positive positive experiences. ³

HEALTH FOR ALL.

A Place Where You Can Flourish.

socialize

Socialize with others each and every day. Research has proven that socializing is actually a core need for overall well-being. Establishing social connections, listening skills, and participating in activities like gratitude; we can build our resiliency and flourish.

Gratitude is associated with optimism and has been determined that grateful people are happier, receive more social support, are less stressed, and are less depressed. Research shows people who have a high level of gratitude have strengthened cardiac and immune systems, decreased stress, anxiety, depression and headaches, higher levels of happiness, improved emotional intelligence and increased self esteem.

For 1-2 weeks before bed, write down 3 good things that happened to you that day and what your role was in them. It gives you a mental health boost for 6-12 months! ²

People who have one or more close friendships are happier. Take time out of your day to build social connections. During these conversations, focus on being present and truly listen.

Source [1] www.articles.mercola.com/sites/articles/archive/2017/08/10/gratitude-health-benefits.aspx [2] Seligman, Steen, Park & Peterson, 2005 [3] www.pursuit-of-happiness.org/history-of-happiness/barb-fredrickson/

AN ATTITUDE OF GRATITUDE

Research shows only about 10 percent of our happiness depends on our situation, which means that WE are responsible for our own happiness! One major component to one's happiness is resilience and the ability to manage stress. Resilience is a learned skill and the more it is practiced, the better we become at it. One way to build one's resilience is to express gratitude often. We can do this by practicing being content and focusing on what we have, not on what we don't. People who express gratitude regularly are happier, have stronger immune systems, and are more productive (up to 50%) than those who don't. To create a company-wide gratitude practice, start by encouraging people to practice it! This builds a strong bond amongst your employees, but also boosts their individual well-being. Added bonus: Gratitude is contagious. Expressing it regularly will build a positive culture throughout the workplace.

Examples: Strategies for the Workplace

3 Good Things

Three Good Things is an evidence-based tool that refocuses your mind on the positive, instead of the negative. For 1-2 weeks before bed, write down 3 good things that happened to you that day and what your role was in them. It gives you a mental health boost for 6-12 months! You can even designate a notebook as your Gratitude Journal. By the end of the 2 weeks, you will have a huge list to reflect on. Remember: Positive things can be big or small! A smile, a hug, holding the door for someone, sunshine, blue sky, warm weather, cozy nights, laughter, giving compliments, etc.

Write a Gratitude Note

Write a gratitude note to a coworker or someone you care about. If possible, take the note you wrote and read it aloud to the person you wrote it for or mail it to them.

A Gratitude Display Board

Create a gratitude board where people are encouraged to give someone a shout out for the work they did or the support they provided.

21 Days of Gratefulness Challenge

Track 3 things you're grateful for everyday on a shared Google sheet for 21 days.

According to Psychology Today, there are **7 scientifically proven benefits for expressing gratitude:**

- Gratitude opens the door to new relationships
- Gratitude improves physical health
- Gratitude improves psychological health
- Gratitude enhances empathy and reduces aggression
- Grateful people sleep better
- Gratitude improves self-esteem
- Gratitude increases mental strength

socialize

PROMOTING HEALTHY RELATIONSHIPS IN THE WORKPLACE

People who have one or more close friendships are happier. Take time out of your day to build social connections. During these conversations, focus on being present and truly listen.

Examples: Strategies for the Workplace

Employee Spotlight

Each week, have an employee make an "About Me" board to display. Have them include facts that others may not know about them so everyone gets to know each other on a more personal level.

Share Goals on a Whiteboard

Get a whiteboard where people only write their non-work related wellness goals. Things like "Go to the gym 3 times per week", "play basketball 4 times per month", or "read 10 books this year" are some good ones to get people started.

Morning Huddle

Schedule a weekly huddle with department team members to verbalize everyone's main goals for the day and let others know if they are needed. Give employees 5 minutes to interact with one another, too!

High-Five!

Create cutouts with each employee's name on it and paste it to a magnet.

Then buy a white board and put all the names up on it. Leave some dryerase markers out so people can call-out another team member for something positive they did.

Company Offsite Retreats

Company retreats can be a fun and great way to brainstorm new ideas to drive the company forward. Use the beginning of the day to work on the company and then follow it up at night with a group dinner and drinks.

Organize a Book Club

Reading interesting books allow employees to share ideas on a wide range of topics. Select a book each quarter and allow people to form small groups to read and review.

Walking Breaks

Establish set times each day for employees to take a walking break together. This also helps the team get physical exercise and boost those happy hormones!

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**The top
7 benefits
of learning a
new skill:**

**Your brain chemistry
changes.**

**Your learning speed
increases.**

**You make connections
between skill areas.**

**You become a more
interesting person.**

It fights boredom.

**You adapt better to
change.**

**You could stave off
dementia. ²**

HEALTH FOR ALL.

A Place Where You Can Flourish.

learn

Focus on learning something new each and every day. Research has proven that learning is actually a core need for psychological well-being because as human beings, we have a natural desire to learn and progress. It is through learning that we build confidence and a sense of self-efficacy. Studies also highlight the effects of learning new things, which includes building emotional resilience, social capabilities, positive health behaviors and better physical health. ¹

Focus on progress and search out opportunities to stretch your existing abilities!

We are all responsible for our own learning and growth! Many of us carry around the belief of natural talent and fixed beliefs of things they can and cannot do. According to researcher Carol Dweck, the attitude and belief that you can't learn something is part of a mindset, and it's something that we can change. An individual that has a growth mindset believes that challenges are learning opportunities, and that failure is an opportunity for growth. Dweck's research demonstrates that growth mindset also boosts resilience, positive emotions, and someone's ability to bounce back quickly from the agony of defeat.

Source [1]

www.researchgate.net/publication/253807608_The_Impact_of_Lifelong_Learning_on_Happiness_and_Well-being [2]<https://ccsuconed.wordpress.com/2017/01/23/the-top-7-benefits-of-learning-a-new-skill/>

Encouraging Professional Development in the Work Place

Set Goals

Encourage employees to set individualized goals. Make sure that their goals follow the SMART protocol and are **S**pecific, **M**easurable, **A**chievable, **R**elevant and **T**ime-bound. Ensure managers understand the goals made and put a plan in place to make sure they are accomplished.

Encourage Collaboration

Colleagues can be the best teachers. Support them in sharing their own knowledge with one another. In addition, have a place for employees to share upcoming webinars, training or eBooks that they have found valuable.

Promote Employee Input

Encourage employees to develop and share suggestions for future development of programs. This will help increase your employees' understanding of programs, while establishing an open and inclusive work place – ultimately resulting in happier employees who strive to grow.

Offer Feedback

Schedule monthly 1 on 1 meetings between management and employees. During these meetings, offer regular feedback to increase employee accountability and productivity. In truth, employees typically report craving more feedback at work.

There's an App for That!

Elevate

A free App that is a new type of cognitive training tool designed improve focus, speaking abilities, processing speed, memory, math skills, and more. Each person is provided with a personalized training program that adjusts over time to maximize results.

Lumosity

A free brain training program that is a fun, interactive way to build a daily habit around acquiring knowledge and learning about how you think. It offers a comprehensive brain training program designed to put your critical thinking, memory, and problem-solving skills to the test.

Brainwell Mind Brain Training

Brainwell trains attention, problem solving, memory, language, and visual skills. It is filled with challenging exercises for the mind, including more than 50 games designed with the knowledge of neuroscience. It's an app for adults and kids to play to get a brain workout nearly anywhere - anytime!

PROFESSIONAL DEVELOPMENT

Create a continuous learning environment that promotes ongoing, collaborative learning. Professional Development increases confidence, competency and productivity. Continued development shouldn't be a long and arduous process. Take some time to consciously think about where you are, where you want to be, and then actively seeking opportunities to help you to get there! According to LinkedIn's 2018 Workforce Learning Report, a whole 93% of employees would stay at a company longer if it invested in their careers.

“Personal development is the belief that you are worth the effort, time and energy needed to develop yourself.” —Denis Waitley

Examples: Strategies for the Workplace

Host Lunch and Learns

Choose a day of the week or month to gather for a company-wide Lunch and Learn. Allow employees to present on a topic they're interested in or bring in a community speaker to speak on a topic of interest. Provide a healthy lunch for employees, set up a potluck or have employees bring their own lunch!

Start a Workplace Library

Setup a bookshelf in your office and ask everyone to lend books to the library. Create a sign-up sheet so people can check-in and check-out books.

Establish a professional development book club within your organization.

Create a Mentor Program

Coaching and mentoring shouldn't stop after an employee's initial orientation. A study done by Deloitte in 2012 found that retention is 25% higher for employees who have engaged in company-sponsored mentorship. Offer an optional weekly coaching session to discuss strategies and tactics that can help each member of the department improve in their role.

Challenge employees to learn a new skill and share it!

The Gallup Strength Finder - www.gallupstrengthscenter.com

Give every employee the opportunity to discover what they naturally do best and learn to use those talents to perform to their maximum potential. The assessment measures one's natural patterns of thinking, feeling and behaving, so when you're done you'll have discovered your talents. These insights explain exactly how each of your Signature Themes makes you stand out in the world. It has been shown to leave you inspired and empowered with a newfound self-awareness.

ADOPT A GROWTH MINDSET

According to Carol Dweck and her team at Stanford University researcher, people essentially adhere to one of two mindsets—a growth or a fixed mindset. People with a fixed mindset believe that their basic qualities, such as their intelligence and talents, are fixed traits. Instead of developing their intelligence and talents, they spend their time hoping their traits will lead to success. They don't seek to develop themselves, because they think that talent alone leads to success. They turn out to be wrong—brain science has proved otherwise. People with a growth mindset believe that they can improve their intelligence and talents with effort. By applying themselves, they think that they can get better. They see brains and talent as just the starting point, and build on them with hard work and determination. Brain scans have actually revealed that effort does lead to growth in intelligence and enhancement of initial talent over time. People with this mindset have a love of learning and demonstrate greater resilience. Success at work depends on having a growth mindset.

Use the following four steps to develop a growth mindset, based on research by Dweck:

Listen to the voice of a fixed mindset in your head. This is about being mindful of your own thoughts when faced with a challenge. Notice if the thoughts are telling you that you don't have the talent, the intelligence or if you find yourself reacting with anxiety or anger when someone offers feedback to you.

Notice that you have a choice. You can accept those fixed mindset thoughts or question them. Take a few moments to practice a mindful pause.

Question the fixed mindset attitudes. When your fixed mindset says "What if I fail? I'll be a failure," you can ask yourself "Is that true? Most successful people fail. That's how they learn." Or if fixed mindset says "What if I can't do this project? I don't have the skills," reply with "Can I be absolutely sure I don't have the skills? In truth, I can only know if I try. And if I don't have the skills, doing this will help me to learn them."

Take action on the growth mindset. This will make you enjoy the challenges in the workplace, seeing them as opportunity to grow rather than avoid. Use the above system if you mind starts leaning towards the fixed mindset.

- Shamash Alidina, *Mindfulness for Dummies*

Statements that Transform your Mindset!

Accept opportunities that are out of your comfort zone · Mistakes are an important part of the process
 Skills are built, not born. They're yours if you work for them · Choose learning well over learning fast
 Actively seek out new things · Appreciate obstacles - growth comes from struggle
 The more you do, the more you learn · Just because you haven't seen change, doesn't mean you won't

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YELLOW ZONE

Less than
5 percent
of adults participate
in 30 minutes of
physical activity each
day. ³

1 in 3 adults
receive the
recommended
amount of physical
activity each week. ³

Walking for
1 hour
reduces the risk of
major depression by
26 percent. ³

HEALTH FOR ALL.

A Place Where You Can Flourish.

play

Engage in play each and every day. Research has proven that play is actually a core need for overall well-being. Play contributes to flourishing by optimizing healthy brain development, managing stress and self-regulation skills. Play is a simple task that can be done in a variety of ways, such as with a child or engaging in physical activity.

You are likely already familiar with the numerous health benefits related to physical activity, such as a lower risk of chronic diseases such as diabetes, heart disease and stroke. But did you know physical activity improves mental health by reducing anxiety, depression, and negative mood and by improving self-esteem and cognitive function? It comes to no surprise then that employees who are physically active have lower healthcare costs, require less sick leave, and are more productive at work! ¹

Play isn't only for children! Playing with children adds value for adult caregivers as well, as they can re-experience the joy of their own childhood. Play can also result in decreases in parental experiences of stress and enhancement in the caregiver-child relationship. ²

Source [1] www.workhealthresearchnetwork.org/wp-content/uploads/2016/05/CDC-WHRN-Physical-Activity_Employer-Guide-FINAL.pdf [2] www.pediatrics.aappublications.org/content/142/3/e201820581 [3] www.helpguide.org/articles/healthy-living/the-mental-health-benefits-of-exercise.htm



play

PHYSICAL ACTIVITY

Regardless of size, resources, setting, and type all worksites can provide opportunities to promote physical activity for their employees. Your worksite likely already has an existing physical activity environment waiting to be utilized - think sidewalks, hallways, stairwells! Additionally, being active during the workday should not have to interfere with your daily tasks, make you work up a sweat or only be done on your break time. Use the simple ideas below to get started!

Examples: Strategies for the Workplace

Walking Meetings

You sit all day, so why not make your meetings a walking meeting instead? Take a few laps in the hallway or outside together when it is possible. Research has suggested that walking makes people more creative, too.

Host a Healthy Meeting

Start the meeting off right - 15 air squats. 20 jumping jacks. Get the blood flowing for a more productive meeting. If your meeting is longer than an hour, take a 2 minute stretch break.

Map it Out

Print out maps of your building, inside or outside. Map out indoor hallways and outdoor walking trails accessible to employees of all abilities. You can even measure the distance in halls and around the building to help employees set walking goals for themselves. Encourage the use of their break times to utilize the maps!

Post a note near the elevator reminding people to take the stairs instead.

Start a Walking Challenge

Simply set a time line - 6 weeks, 10 weeks, etc. Have employees log their steps each week. There are two categories of winners at the end of the challenge: those who have walked the most steps and those who have most improved over the course of the challenge.

Join a Local Sports League

Google softball, kickball, basketball, or indoor soccer league in your community to see which organizations offer co-ed sports leagues. Offer to pay for some or all of the league's entrance fee for people interested in participating.

Participate in 5k Runs

Promote 5K runs in your community and offer to cover entry fee for anyone who chooses to participate. Encourage your workplace to form a team to run together and invite their families to participate as well.

PHYSICAL ACTIVITY - continued

Promote a Bicycle Friendly Workplace

We've all heard of how biking provides numerous benefits for a person's health, as well as for the environment. Promote a bicycle friendly workplace! Have bike racks available for employees for encouragement. Find additional ideas and resources provided by the League of American Bicyclist website to find out how your company can be accredited into the bicycle business friendly program.

Subsidize Wearable Technology

Wearable technologies such as FitBit can help people monitor their fitness levels, track their sleep, and challenge friends who also have the device. Take it a step further and create a "Workweek Hustle" challenge where members of the team with FitBits try to out-step each other!

Offer Discounts to Local Gyms

Many gyms will offer a discount if you sign-up enough employees. Reach out to some local gyms in the area and ask for discounted group rates.

There's An App for That!

Hotseat

Help get employees away from their desks more often. This wellness app creates friendly competition around the office. Employees organize challenges, along with the challenge start date and team. Hotseat also sends reminders to encourage users to take two-minute activity breaks. And it integrates with iCal, so the reminders are sent based on that user's specific schedule.

Stand Up!

Stand Up! will remind you to get up and moving at regular intervals - but the rest is up to you. No exercises, no tasks. Just a simple reminder to Stand Up!

Mindful Movement - Chair Stretches - changetochill.org/chill-breaks

Change to Chill is an online resource that has a variety of 2 minute Mindful Movement Videos. Use these videos to walk you through beneficial chair stretches that can be utilized through out your day! They can be done at your work space or even during a meeting break.

J&J Official 7 Minute Workout

A fast, simple, science-based way to make every minute count! 72 exercises and 22 additional workouts that can be customized and modified to create more than 1,000 variations to help keep you motivated and moving.

DESK STRETCHES



ABCs or Point and Flex. While seated, keep your ankles moving by spelling words, writing your ABCs or pointing and flexing your toes!

Neck Rolls. Start with your head at neutral and tip your head to the right or left before circling backward and then returning to neutral. This dynamic movement relaxes and stretches your neck muscles and your cervical spine!



Wrist and Forearm Stretch. Standing up, place both your hands on your desk with your fingertips pointing toward your body and your palms down. Your elbow pits should be pointed away from you.



Spinal Twist. With your hips square in front of you, twist your torso to the left and right looking over your shoulder. You can grab onto your chair for some added pressure.



Cat/Cow. Throw it back to yoga class! Place your palms face down on the table in front of you. Take a deep breath in as you pull your shoulders down and back, pressing your chest forward between your shoulders. As you breathe out, roll your shoulders forward and round through your upper back.

Standing or Seated Forward Fold. This one can be done sitting in your chair or from a standing position. With your feet planted on the floor, bend forward as far as you can, reaching for your toes.



Seated Figure 4. Cross your right leg over your left quad and place your ankle just above your knee. Keep your back flat and your shoulders strong as you lean forward, bringing your chest as close to your legs as possible. Come up to neutral and switch sides.

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week one

week two

week three

week four

notes



YELLOW ZONE

30 minutes
of meditation a day
not only reduces the
sense of loneliness,
reduces the risk of
heart disease,
depression, and
premature death. ¹

80 percent
of employees
report that they
feel stress at work
and need help
learning how to
manage it. ²

61 percent
report work as
their most common
source of stress. ²

HEALTH FOR ALL.

A Place Where You Can Flourish.

spiritual

Take a minute to embrace spirituality each and every day. Research has proven that spirituality is actually a core need for overall well-being. Spirituality can be practiced in a variety of ways, such as meditation and mindfulness. Meditation and mindfulness reduces rumination of stress, boosts working memory and focus, lessens emotional reactivity and boosts cognitive flexibility, creates greater relationship satisfaction, increases happiness and boosts the immune system. We can also help children promote spiritual well-being through value, beliefs, purpose, and goals both physically and mentally.

Emotions can transfer, so check your mood and be intentional! What do we want to pass along to others?

It is important to express your feelings. Expressing what is on your mind will help you to maintain a focused mind. After a long day or a significant event, you may feel confused and not be able to make sense of your feelings. By writing down your thoughts, you may be able to think clearer and move forward. Also, looking for deeper meanings in your life and analyzing occurring patterns will help you see that you have control over your destiny. Being aware of this can help you achieve a happy and healthy life.

Source: [1] www.liveanddare.com/benefits-of-meditation [2] www.stress.org/workplace-stress

spiritual

POSITIVE THOUGHTS & AFFIRMATIONS

Individuals who have negative experiences or trauma often possess the belief that they are unworthy, damaged, or worse. These negative thought patterns build the belief system that is carried on through adulthood. It is important to help build our self-esteem and positive belief system. Giving each other positive affirmations daily will help others internalize positive beliefs about themselves, which will boost their confidence and help them to possess a healthy self-esteem.

Example Positive Thoughts & Affirmations

I am worthy · I believe in myself and my abilities · I have many talents · I matter
My family, friends and teachers love me for who I am · Every day I get better
I am deserving of love, happiness, trust and kindness · Today, I am a leader
I believe I can be whatever I want to be · Everything will be ok · Today I will be happy
All of my problems have a solution · Today is going to be a great day
I believe in my goals and dreams · I can make a difference · Every day is a fresh start

Examples: Strategies for the Workplace

Tea for the Soul

Lay out some hot water, tea bags, and some healthy treats. Google or use the apps below of inspirational quotes and write them down on strips of paper. Put all the quotes in a bowl. Invite people to take a 5-minute break to enjoy a cup of tea and snack and have everyone grab 1 quote from the bowl.

Have Posters Displaying Positive Affirmations

Post written affirmations for employees and clients to view the positive and encouraging environment happening in your workplace. You can even allow others to add positive notes to your affirmation board!

Inspirational Quote of the Week

Who doesn't love a great quote? Utilize an empty wall space where employees frequently pass by. Write a new inspirational quote daily or weekly to energize the office.

There's an App for That!

Daily Quote - Positive Quotes. A free App with inspirational and motivational quotes. Daily reminders to help you overcome adversity, persevere, achieve your goals, succeed. Start your day with a quote from our thoughtfully curated collection.

Motivation Quotes -Daily Quote. A free App that contains a set of inspirational thoughts and sayings that will urge you to take daily action or if you just need a little dose of "pick me ups" throughout the day.

MINDFUL MEDITATION

80 percent of employees report that they feel stress at work and need help learning how to manage it. We've all been there, experiencing the feeling of scattered and perhaps a bit overwhelmed at work. In this on demand world, it is important to be equipped with ways to relieve stress. Mindfulness is linked to stress reduction and also improving performance and motivation. Mindfulness is linked to improved cardiovascular health, immune systems, healing time, memory, and focus.

“Simple mindfulness tools in the workplace can help employees become more aware of how they feel and react to emotion, more observant of their inner and outer worlds and more present in how they listen and communicate, raising the overall level of consciousness in the workplace.”

- Forbes Coaches Council

Mindful exercises can be as short as you wish. Even one minute of consciously connecting with one of your senses can be classified as a mindful exercise. You don't need to close your eyes. You don't even need to be sitting down. Be creative about finding slots in the day to practice mindfulness exercises. At times of excessive pressure at work, practicing a short mindfulness exercise can be a saviour. The process helps to rebalance your nervous system, toning down the fight-or-flight response and engaging the wise part of your brain, so that you make reasoned decisions rather than automatically react to situations.

Where Do I Start? Mindfulness in your Work Space

Time Blocking

Take action on practicing mindfulness by truly focusing at work to facilitate optimum efficiency. You can achieve this by blocking out the first 15 minutes of your day to get organized. Use this time to physically make a game plan for the day - write down daily tasks, know what calls you have coming up for the day and what meetings and projects need to be completed.

Try Work Intervals

After doing a task or project for an extended period. Set a timer and allow yourself 5 minutes to step away every 60 minutes. This practice refocuses your mind so that you can come back to the project feeling rejuvenated. Science shows that when you allow your brain to take a break from problem-solving, critical-thinking and developing new skills, it helps increase future learning and creativity possibilities. Skipping or refusing to take breaks altogether can lead to increased stress, exhaustion and stagnant thinking. This is especially true for projects or tasks that require an extended period of focus.

MINDFUL MEDITATION - continued

Start with a Pause. Take three conscious breaths.

Savor your Morning Coffee

When you're drinking your favorite morning beverage, you'll taste it more and enjoy it better if you sip it, occasionally taking pauses to experience the full sensation of what you're doing. This little act can help to set the tone for the day: use your senses to bring you back into your body.

Take a Mindful Walk

At some point every day, take a short walk—even if it's only around your house or office—paying full attention to each step as your foot hits the ground, and the other foot lifts, swings, and lands.

Breathe

Set an alarm on your phone – even a vibrating alarm that doesn't disturb others can work well. Every time your alarm goes off, you take a mindful breath. Every time you hear the ping of a text message, you pause to be mindful of your surroundings rather than immediately reacting by checking the message. All these things are opportunities to come back into the present moment, to see yourself and your surroundings afresh.

Simply Slow Down. Check in with your body and breathe throughout the day.

There's an App for That!

HeadSpace - www.headspace.com/work

Join leading companies using Headspace to better their workplace culture and business outcomes. The award-winning, research-backed app has hundreds of meditations on everything from stress to sleep to focus and anxiety.

Mindful - www.mindful.org

Dedicated to inspiring, guiding, and connecting anyone who wants to explore mindfulness. Offering guided meditation, news-you-can-use, practical advice, and insights that speak to anyone from novice meditators looking for guidance to corporate managers exploring new ways to cultivate workplace engagement and fulfillment.

What's Up? - A Mental Health App

Use this fantastic free app which utilizes some of the best CBT (Cognitive Behavioral Therapy) and ACT (Acceptance Commitment Therapy) methods to help you cope with Depression, Anxiety, Anger, Stress and more!

MINDFUL MEDITATION - continued

Research from Harvard University showed that 47 per cent of a person's day can be spent lost in thoughts. The same research found that day dreaming can have a negative impact on well-being. Being on auto-pilot means that you're not fully present and awake to the opportunities and choices around you. You can't be creative, plan something new or respond appropriately if you're operating mechanically. By stopping or slowing down, you can become more efficient, productive, happy, resilient and healthy at work. As you spend time practicing mindfulness, you'll probably find yourself feeling kinder, calmer, and more patient.

Examples: Strategies for the Workplace

Allow 5 to 10 Minutes Between Meetings

This practice increases focus, productivity and well-being for everyone.

Onsite Yoga Classes

Invite a yoga instructor into your office every couple of weeks to guide the team through a yoga class.

Hire a Masseuse for the Day

Create a sign-up sheet with 15-30 minute blocks per massage.

Make a Mental Health Lounge

Create a space for employees to decompress, breathe, stretch, meditate, read quietly, or just relax. Include soft, comfortable seating for relaxation and a strict rule of no work talk! Employees are free to listen to guided meditations, play board games, etc.

Encourage Break Times

Studies have shown that taking breaks is a good thing for our productivity! Encourage people to schedule a small 5 minute break every 90 minutes to rejuvenate and come back strong.

Bring the Outside In

Too many offices and workplaces are filled with stuffy, recycled air that can make employees feel sluggish. Make it a healthier place by adding plenty of oxygen-producing plants everywhere. A study conducted in 2010 determined that just one plant per work space can provide a significant lift in a person's emotional state.

Ask Employees to Create Vision Boards

Vision boards are a way for people to associate images with the things they want to achieve in life. Use old magazines and make your board come to life!

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The Mental Health Continuum – Short Form Scoring

Items 1 - 3: Emotional Well-being

Flourishing: answered "every day" or "almost every day" at least once

Languishing: answered "never" or "once or twice" at least once

Moderately mentally healthy: neither languishing nor flourishing

Items 4 - 8: Social Well-being & Items 9 - 14: Psychological Well-being

Flourishing: answered "every day" or "almost every day" at least 6 times

Languishing: answered "never" or "once or twice" at least 6 times

Moderately mentally healthy: neither languishing nor flourishing

Resources & Tools

Statewide Health Improvement Partnership (SHIP) supports community-driven solutions to expand opportunities for active living, healthy eating and commercial tobacco-free living, helping all people in Minnesota prevent chronic diseases including cancer, heart disease, stroke and type 2 diabetes. www.health.state.mn.us/ship

Adverse Childhood Experiences (ACEs) are serious and more common than you might think. In some cases, the number of Central Minnesotans who have had ACEs is higher than national averages. In Central Minnesota, several organizations are working to address the impact of ACEs. Through a collaborative effort, these organizations continue to identify the tools and resources needed to address and prevent ACEs from having devastating effects on our communities. www.feelinggoodmn.org/adverse-childhood-experiences

Minnesota Department of Health **Healthy Minnesota WorkWell Workplace Wellness Toolkit** is a collection of strategies, suggestions and resources to help build your worksite health promotion program. mn.gov/mmb/assets/Minnesota-Department-of-Health-Work-Well-Healthy-Minnesota-Toolkit_tcm1059-128447.pdf

The **Minnesota Department of Health** provides learning opportunities for anyone interested in building resilience and promote mental well-being. Effective well-being strategies and practical implementation steps from communities across Minnesota help communities, families, and youth thrive. www.health.state.mn.us/divs/cfh/topic/mentalhealth/community.cfm

The Bounce Back™ Project is a unique collaborative of physicians, nurses, hospital leaders, staff and community partners in Wright County, MN, who have come together for a single purpose – to impact the lives of individuals, communities, and organizations by promoting health through happiness. The tools shared by Bounce Back™ are easy to use, can make a difference and anyone can do them! These tools include: Random Acts of Kindness, Three Good Things, Gratitude Letters, Social Connections and Self-care and Mindfulness. www.bouncebackproject.org

Dr. Corey Keyes - Promoting and Protecting Mental Health as Flourishing, A Complementary Strategy for Improving National Mental Health among children and youth

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