

The Velliv logo is positioned in the top left corner. It features a white heart icon to the left of the word "velliv" in a white, lowercase, sans-serif font. The background is a solid teal color with large, abstract orange shapes, including a heart and a question mark, overlaid on the right side.

Velliv

Dialogue cards for managers

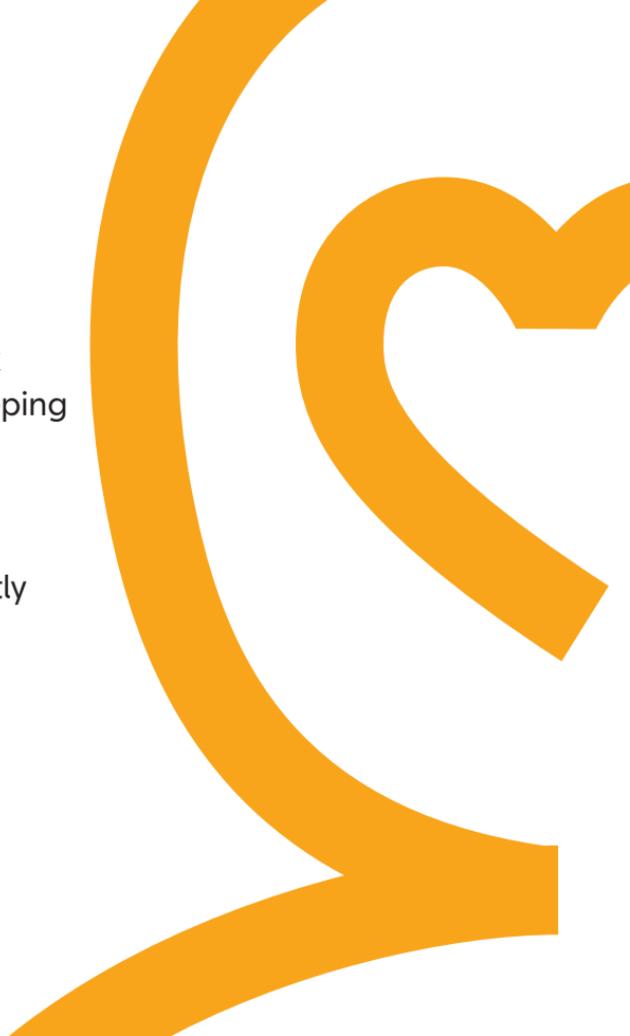
What do you know?

- preventing stress in the workplace

DIALOGUE CARD – 1

Your employee, Louise, comes into your office, and says, "I think you should know that John has mentioned that he's started sleeping badly at night a few times now. He also seems tired and off his game. I've seen him rubbing his temples and sighing on several occasions. He's not usually like that. I'm actually a little worried about him," she continues. John has neither said anything directly to you nor have you noticed anything yourself.

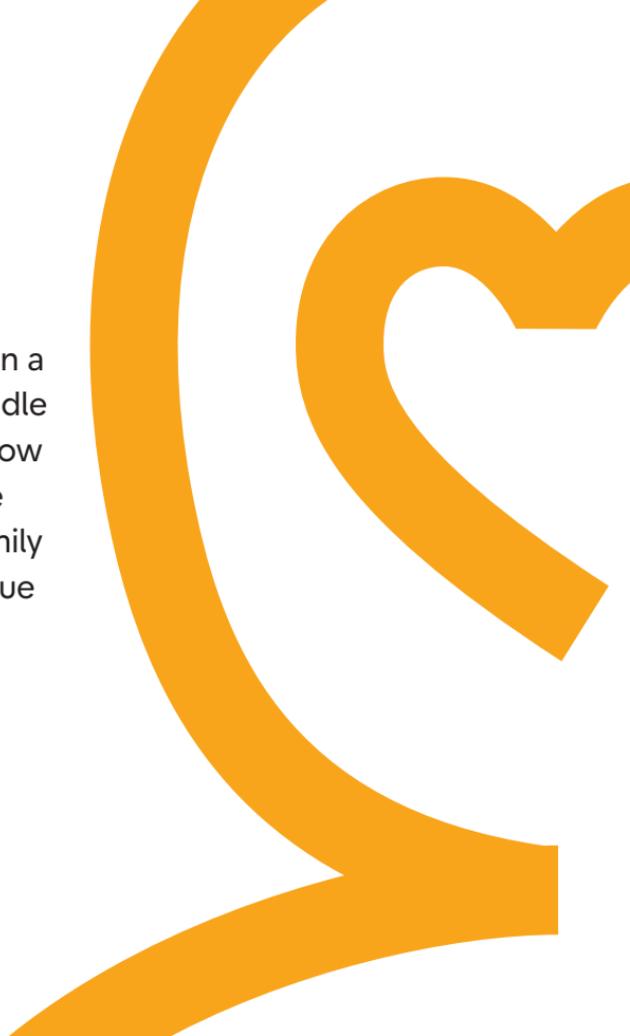
WHAT DO YOU DO?



DIALOGUE CARD – 2

Some while ago, one of your employees, Anne, agreed to take on a large, complex project. You were unsure whether she could handle it, but you chose to give it to her. You check in regularly to see how things are going, as Anne seems tired and doesn't seem to have much energy. One day, at lunch, you hear that Anne and her family have just decided to start renovating their house. And Anne is due to start training as a yoga instructor in her spare time in a week.

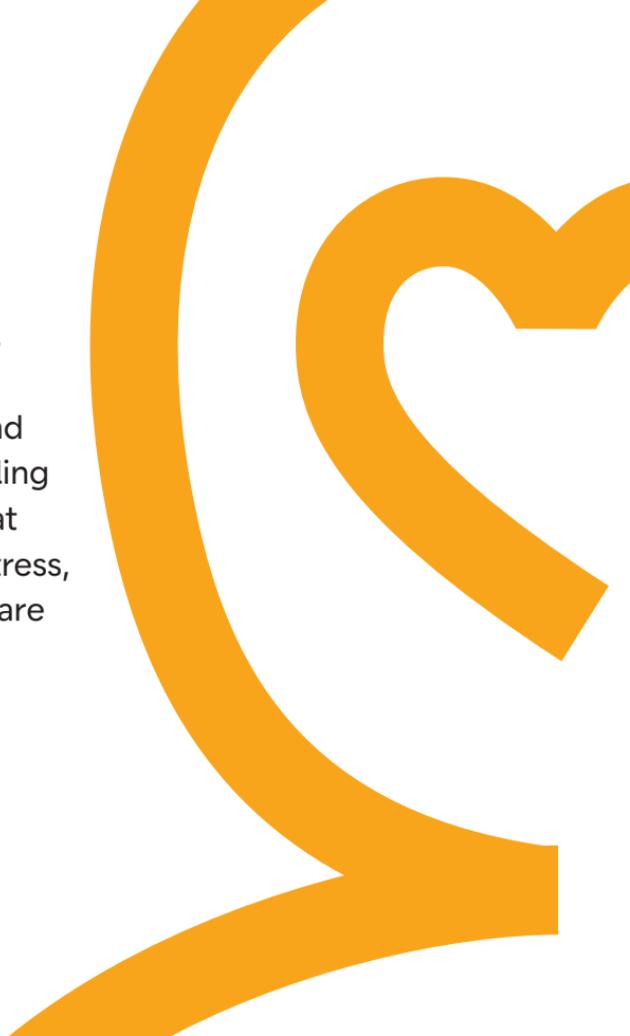
WHAT DO YOU DO?



DIALOGUE CARD – 3

You've been noticing for some time that your employee, Martin, seems off his game and is losing track of things. In the past, he always ate lunch in the canteen, but now he prefers to eat behind his computer as he tries to get everything done. He's begun calling in sick days for one or two days at a time. You have no doubt that Martin is discontent, dissatisfied and is showing symptoms of stress, but when you talk to him about it, he denies it. He thinks things are going well.

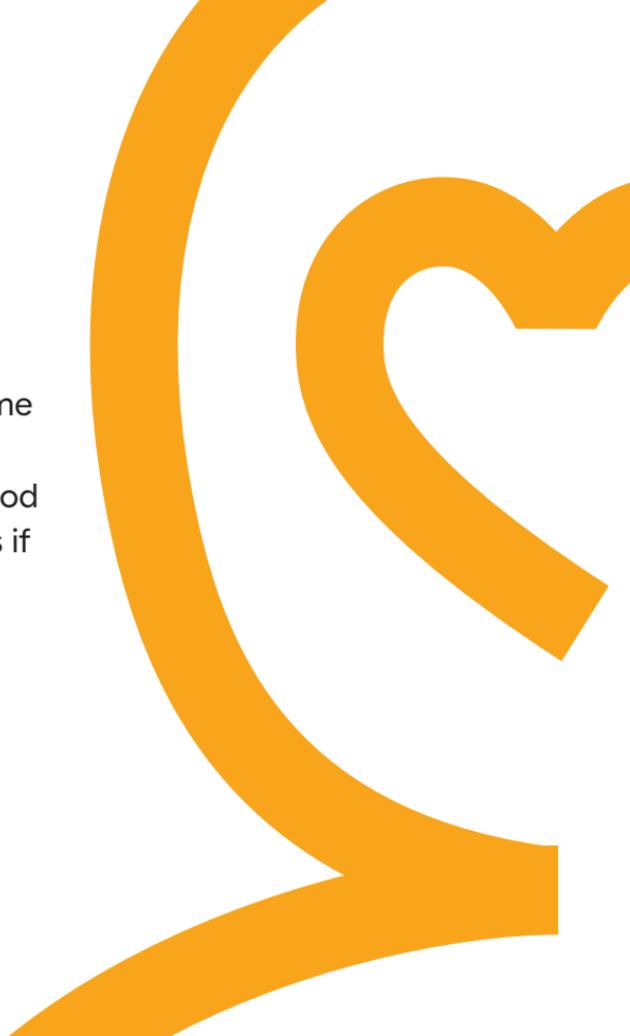
WHAT DO YOU DO?



DIALOGUE CARD – 4

You asked your employee, Sophie, to come into your office for a chat. Sophie has been showing symptoms of stress for some time now. You tell her what you've noticed, and you ask how she's feeling. You explain that it's important to you that you have a good plan. Sophie starts crying and is finding it difficult to stop. It's as if she's got even worse. You're unsure whether you've pushed her too far.

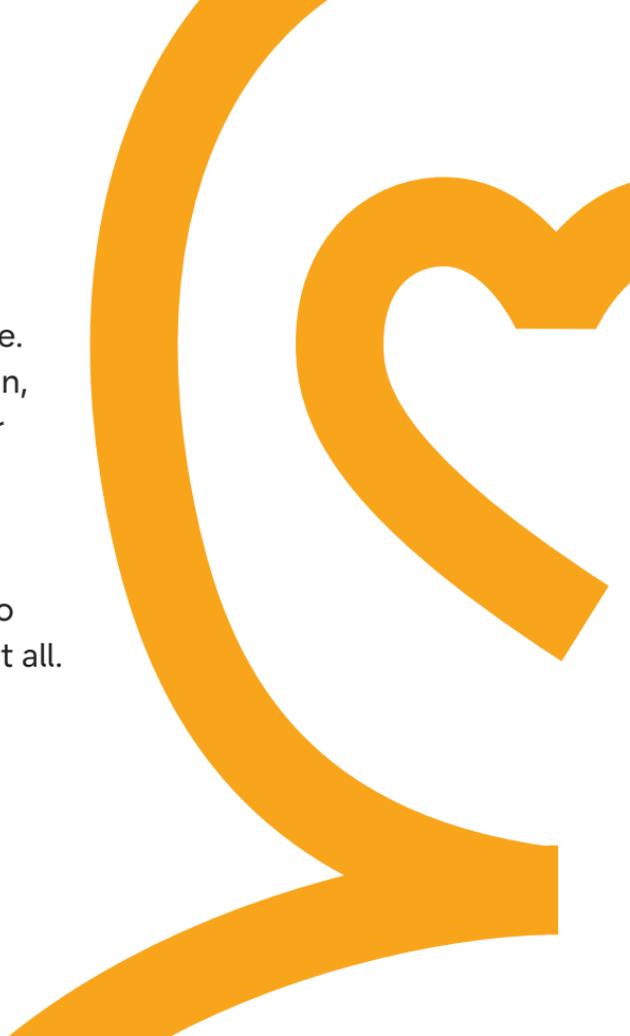
WHAT DO YOU DO?



DIALOGUE CARD – 5

Your employee Peter has had symptoms of stress for a long time. You've talked openly about it and have come up with a good plan, whereby Peter's workload is reduced, and he leaves work earlier two to three days a week for a limited period. Several of his colleagues have begun to wonder what's going on, and so rumours are spreading. You've suggested to Peter that you inform his colleagues of the general situation, without going into detail, but Peter doesn't want his colleagues to know anything at all.

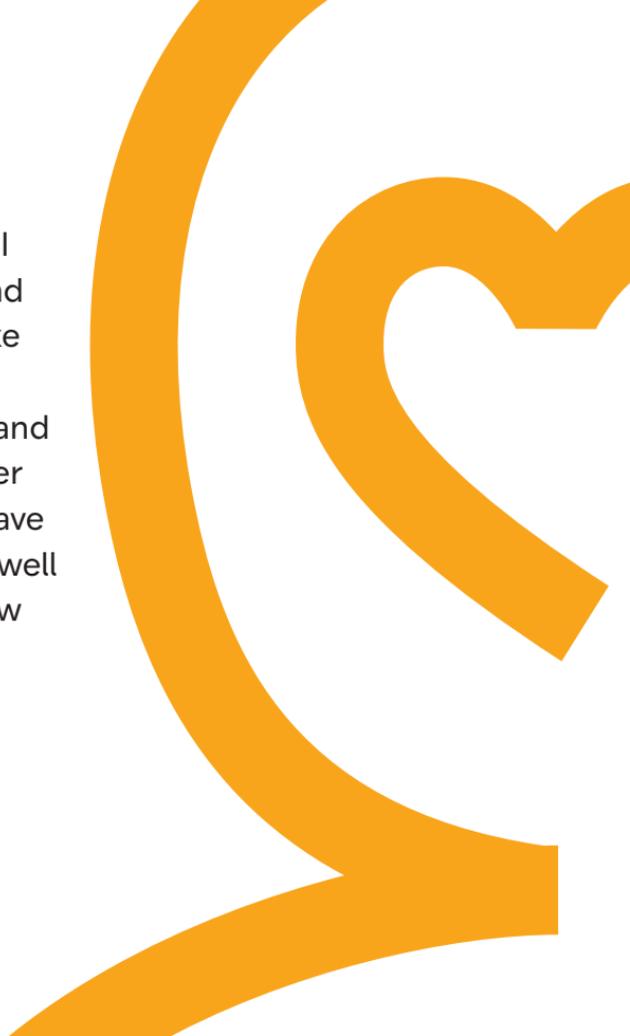
WHAT DO YOU DO?



DIALOGUE CARD – 6

Sarah comes into your office and closes the door behind her. “I know I’ve said it before, but nothing is happening!” she says and continues, “Nothing in this department is structured. I lie awake at night because I don’t know what’s going to happen. I have a headache every day when I get home from work and my husband says the situation can’t continue. He thinks I should find another job where the manager knows what they’re doing, so I don’t have to feel like this.” You’re taken aback. You usually communicate well with each other, and at the annual employee appraisal interview a month ago, Sarah told you, she thought things were going well and that she was getting the support she needed. You think this is unreasonable.

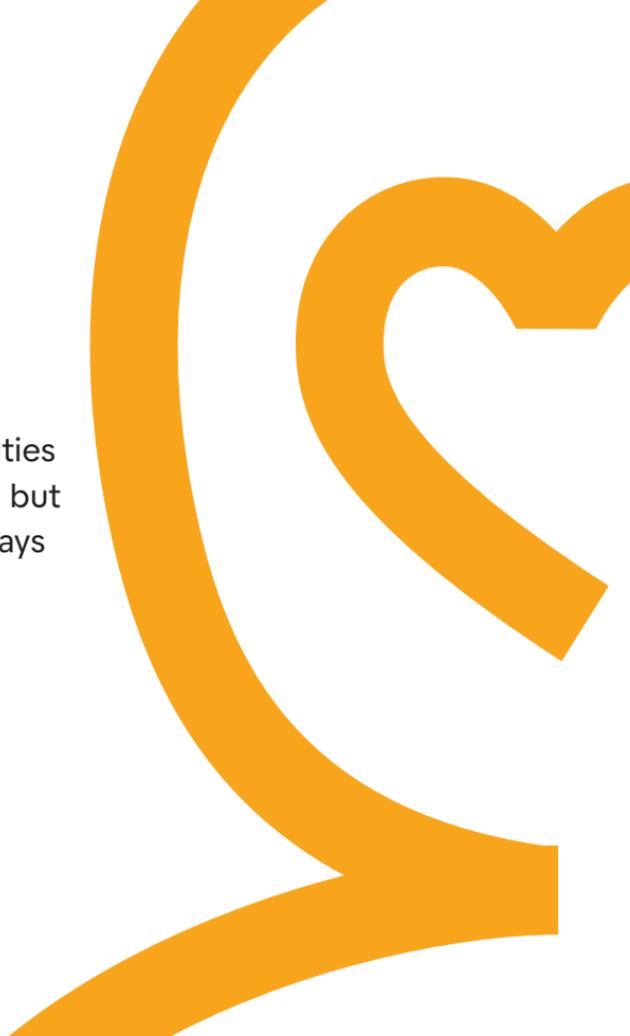
WHAT DO YOU DO?



DIALOGUE CARD – 7

Michael was hired a year ago. He did well in the interview, but since then he's found settling in tough and he says his work duties are difficult for him. You've tried helping him in different ways, but it doesn't seem to be enough. Michael is not thriving, and he says he feels under pressure.

WHAT DO YOU DO?



DIALOGUE CARD – 8

At the annual employee appraisal interview, your employee Sally tells you she has symptoms of stress. You develop a plan whereby Sally does some things differently, goes home earlier for a limited period and leaves her computer at work, so she gets some breathing space. Sally is the main lead on a major project – no one else can take it on. It's important for you that symptoms of stress don't develop. You follow up with Sally every week, and she says things are going a little better, but it doesn't look that way. In fact, she looks as though she's getting worse. You discover that she's not leaving work early as agreed and that she's working at home every night.

WHAT DO YOU DO?



DIALOGUE CARD – 9

Tony has been in the department for three years and is good at his job. He's a role model for several of the new employees and is very well-liked. Lately, however, he's seemed quite dominant and has been unnecessarily hard on the newly hired Andrew. He's clearly annoyed when Andrew says something. He has a short fuse in general. You mention it to him, but he denies that there's anything to it. On his way out the door, he says: "Andrew's not the problem. He's no worse than the others."

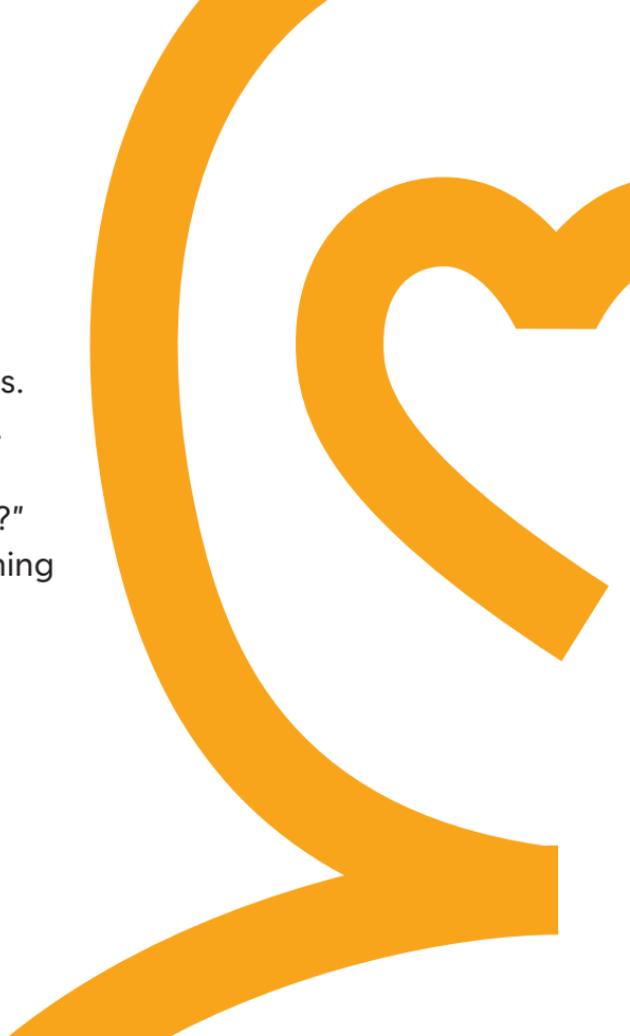
WHAT DO YOU DO?



DIALOGUE CARD – 10

Camilla comes into your office. "Do you have a moment?" she asks; you nod and say that you have a meeting in seven minutes. She sits down and looks directly at you. "Mark wants a divorce. He's found someone else. A colleague. They've been together since Christmas. I don't know what to do. What about the kids?" She stares blankly into the air, and it's clear that she's not listening when you talk to her. Camilla goes on sick leave the next day. Your secretary tells you she has the flu.

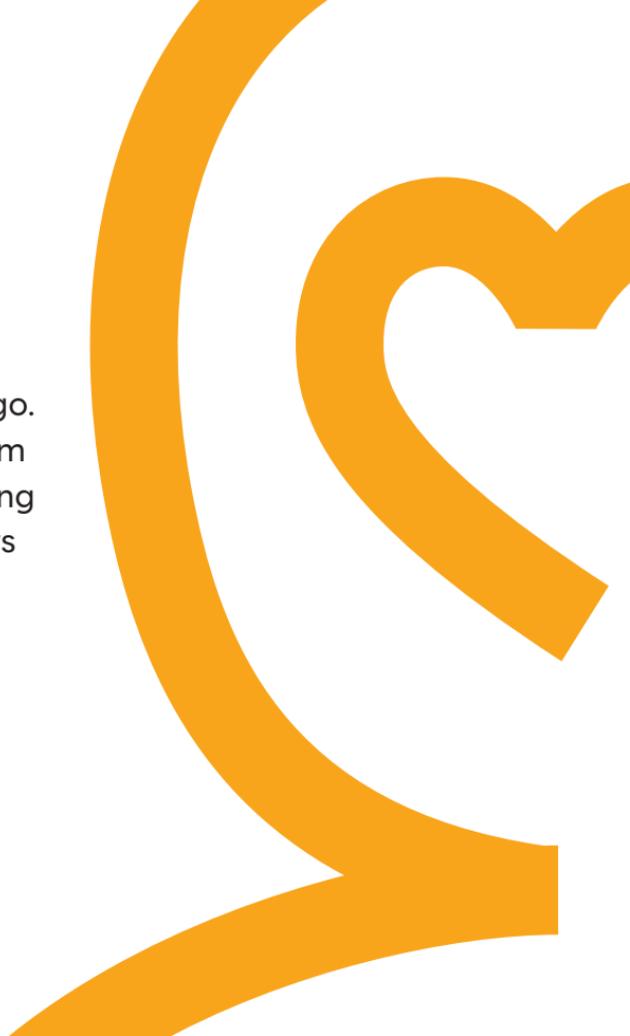
WHAT DO YOU DO?



DIALOGUE CARD – 11

You hired Gwen, an experienced professional, eight months ago. She was just what you needed at the time. Someone ready from the get-go. Things have been going well and Gwen is everything you'd hoped for. But one Tuesday morning, she calls in and says she's sick with stress. It comes as a complete surprise to you.

WHAT DO YOU DO?



DIALOGUE CARD – 12

Nadja and Christopher have recently started working together in one of your teams. After a week, Christopher comes to you and says he can't work with Nadja. She's a "total control freak" and they've had a few words. Now Nadja won't speak to him at all. The next day Nadja calls in sick. She tells you that the thought of going to work and being confronted by Christopher makes her sick to the core.

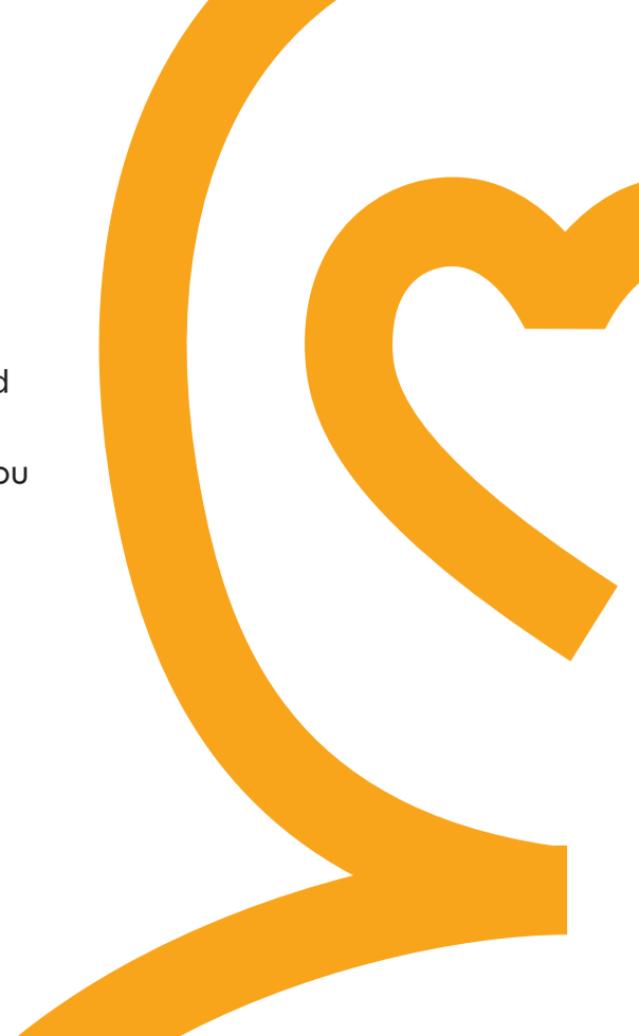
WHAT DO YOU DO?



DIALOGUE CARD – 13

Your department is busy and has been for some time now. You don't know when the work pressure will ease. There's a hiring freeze at the moment, so there are no more resources. Several employees have said that they feel under pressure and there's some frustration in the group in general. A few are on long-term sick; the situation is unsustainable. This morning, you get a call from the third employee, who has just been put on long-term sick leave by the doctor. Suddenly, you develop palpitations and have difficulty breathing. You've had trouble sleeping and feel dizzy at times. Though this may also be because you haven't had much of an appetite and, therefore, haven't eaten much.

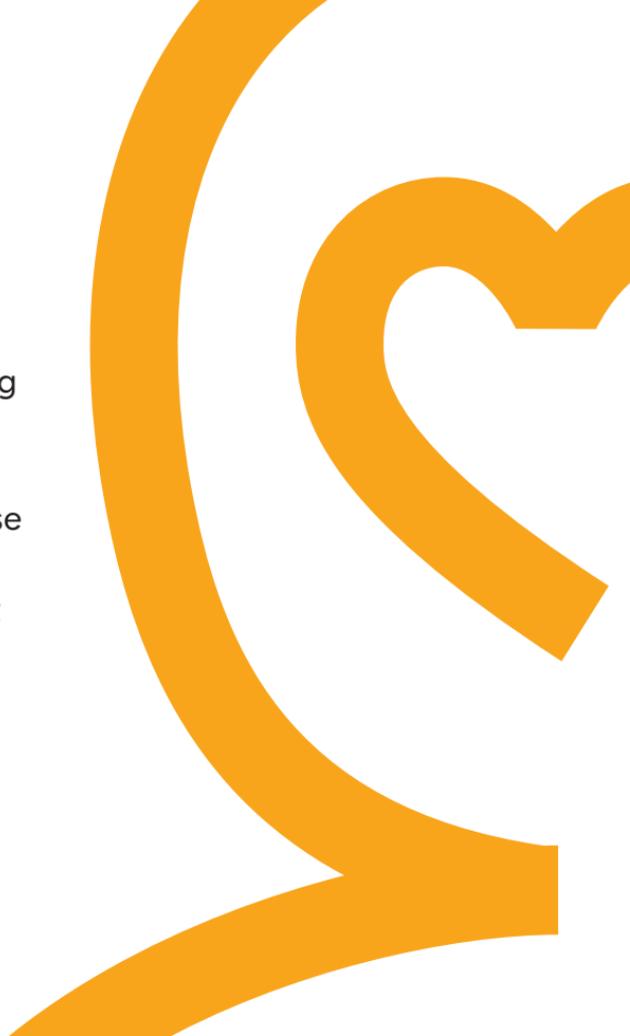
WHAT DO YOU DO?



DIALOGUE CARD – 14

Oscar is a younger employee in the department. He's been in the job for a year and it seems to be going well. It's been a long time since you've talked to him, so you call him in to hear how he's doing. You're very surprised to hear that he feels left out and that he's convinced other people don't accept him because he's gay. He feels that people are talking about him behind his back and it's putting pressure on him. It's having a huge effect on him, and he also tells you that he feels lonely.

WHAT DO YOU DO?



DIALOGUE CARD – 15

You've been in the job for almost fifteen years and have had different managers. You've worked better with some than others. Six months ago, you got a new manager again, and you didn't immediately associate that with the symptoms of stress you were feeling during that time. You've had a choking sensation, nausea, sleep problems and headaches. When a friend asks about work, you realise your symptoms are largely attributable to your new manager's style of management – he micro-manages. He wants to control everything you do. He's intimidating and commanding, even in his emails. Acknowledgement is something foreign to him. You're feeling under pressure.

WHAT DO YOU DO?

