

The Five Essentials for Workplace Well-Being



Protection from Harm

- **Feeling:** Actively promote physical, psychological, and emotional safety through intentional measures and supportive practices.
- **Doing:** Implement defined safeguards, respond appropriately to harm or threats, and prevent additional harm.
- **Communicating:** Maintain clear, consistent communication, feedback protocols, and universal safety procedures for all staff across all work locations.
- **Improving:** Prioritize ongoing leadership-driven efforts to strengthen organizational safety and demonstrate measurable results.



Connection & Community

- **Connect:** Create and provide a trusting space for staff to bring their authentic self to the extent they feel comfortable and can be intentionally heard.
- **Understand:** Acknowledge that all staff bring and need different levels of connectedness to their place of employment.
- **Listen:** Be fully present and approach feelings and perspectives with empathy and compassion.
- **Communicate:** Provide timely, clear, and consistent communication across the organization.



Work/Life Harmony

- **Purposeful Work:** Engage in work that is meaningful to you and contributes to the CAIU's mission and strategic goals.
- **Clear Expectations:** Understand your role and responsibilities to focus efforts effectively and confidently.
- **Personal Well-being:** Preserve space and flexibility to care for physical, emotional, and personal needs outside of work.
- **Supportive Culture:** Contribute to and benefit from a work environment that values trust, balance, respect for commitments, and professional autonomy.



Mattering at Work

- **Trust and Support:** Be trusted, supported, and held accountable as a valued professional.
- **Impact:** Know that your voice and actions make a meaningful difference.
- **Growth:** Receive recognition and constructive feedback to foster growth and contribution.
- **Empowerment:** Be encouraged and empowered to support others and advance the organization's success.



Opportunities for Growth

- **Build Capacity:** Create conditions for individuals to build knowledge, skills, and confidence; preparing them to thrive in their current role and to pursue future opportunities, whether within the CAIU or beyond.
- **Encourage Exploration:** Explore new interests, responsibilities, and pathways aligned with your professional goals.
- **Invest in Development:** Access coaching, training, and feedback that support continuous growth and learning
- **Prepare for What's Next:** Gain the skills and experiences needed to take on future challenges within or beyond the organization.