Workplace Mental Health and Wellbeing for Managers Training Course

18 – 22 July 2027
Accra

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Ref: 1421_204924 **Date:** 18 – 22 July 2027 **Location:** Accra **Fees:** 4100 Euro

Overview

Workplace Mental Health and Wellbeing for Managers Training Course is a one-week course for people managers, operational leaders, HR partners, wellbeing leads, and occupational health liaison teams who leave with a Manager Workplace Mental Health Action Portfolio. Participants connect supportive conversations, role boundaries, psychosocial risk management, reasonable adjustments, referral pathways, return-to-work support, and team wellbeing systems without diagnosing or delivering therapy. Agile Leaders Training Center presents workplace mental health for managers as a people-management discipline.

Who Should Attend

- People-management functions responsible for team support, performance, workload, and attendance
- Operational leadership functions responsible for work design, priorities, resources, and change
- Human resources functions responsible for policy, adjustments, referrals, and case coordination
- Employee wellbeing functions responsible for prevention, engagement, and support pathways
- Occupational health liaison functions responsible for advice, return-to-work coordination, and review
- Learning functions responsible for manager capability and consistent workplace practice

The course assumes participants already manage people, workplace processes, or employee-support systems and leaves out diagnosis, therapy, clinical case management, and legal advice.

Departments and Industries

The course supports departments and industries responsible for people management, workplace wellbeing, psychosocial risk, and employee support.

- Human resources, people operations, and learning departments
- Corporate, professional-services, and financial organizations
- Healthcare, education, and social-service employers
- Manufacturing, logistics, construction, and facilities operations
- Government, nonprofit, and humanitarian organizations
- Hospitality, retail, and customer-service businesses

Learning Objectives

By the end of this course, participants will be able to:

- Analyze workplace signs, job stressors, and psychosocial risk factors
- Apply supportive conversation and active-listening techniques
- Evaluate role boundaries, urgent risks, escalation, and referral options
- Build reasonable adjustment and return-to-work support plans
- Use workload, work-design, and team wellbeing assessment tools
- Design manager practices that support mental health at work

Course Agenda

Day 1: Manager Role and Workplace Mental Health

- Manager Observation and Concern Log
- Mental Health at Work Factors Map
- Manager Role Boundary and Responsibility Matrix
- Confidentiality and Information-Sharing Decision Guide
- Workplace Support and Referral Ecosystem Map

Day 2: Supportive Conversations and Response

- Supportive Conversation Preparation Canvas
- Open Question and Active-Listening Practice Model
- Emotional Distress Response and Follow-Up Checklist
- Urgent Risk Recognition and Escalation Card
- Agreed Actions and Manager Follow-Up Record

Day 3: Psychosocial Risk and Work Design

- ISO 45003:2021 Psychosocial Risk Context Map
- HSE Demands-Control-Support-Relationships-Role-Change Review
- Workload and Work-Pattern Risk Assessment
- Team Consultation and Risk-Control Planning Tool
- Psychosocial Control Effectiveness Review

Day 4: Adjustments, Return, and Team Wellbeing

- Reasonable Adjustment Options Matrix
- Individual Wellbeing Plan Template
- Return-to-Work Support and Review Plan
- Supportive Performance Conversation Framework
- Team Wellbeing System and Manager Practice Scorecard

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Day 5: Workplace Mental Health Management Practice

- Exercise: Plan a Supportive Mental Health Conversation
- Exercise: Assess Workload and Psychosocial Risk
- Exercise: Build an Adjustment and Referral Pathway
- Exercise: Design a Return-to-Work and Team Support Plan
- Capstone Exercise: Manager Workplace Mental Health Action Portfolio

Practical Exercises

The course uses suggested activities drawn from offices, healthcare, logistics, education, hospitality, and service operations.

- Suggested activity: prepare and conduct a supportive conversation while maintaining manager role boundaries.
- Suggested activity: assess demands, control, support, relationships, role, change, and workload within a team scenario.
- Suggested activity: select adjustments, referral routes, escalation actions, and review points for an employee case.
- Suggested activity: integrate prevention, individual support, return-to-work actions, and team controls in the capstone portfolio.

FAQs

Who suits workplace mental health training for managers, and what does it assume?

Workplace mental health training for managers suits experienced people leaders and support functions who already manage teams, performance, attendance, workload, change, or employee-support processes.

How does workplace mental health training for managers differ from clinical mental health training?

Workplace mental health training for managers develops observation, conversation, boundary, escalation, adjustment, referral, and work-design practices, while clinical mental health training prepares qualified practitioners for assessment, diagnosis, or treatment.

How should managers hold supportive mental health conversations?

Managers should prepare a private setting, use open and non-judgmental questions, listen actively, focus on work impact and support needs, agree actions, document appropriately, and arrange follow-up.

What are psychosocial risks in workplace mental health management?

Psychosocial risks arise from work design and management factors such as excessive demands, low control, inadequate support, poor relationships, role conflict, and poorly managed change.

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How do reasonable adjustments support workplace mental health?

Reasonable adjustments adapt working arrangements, duties, communication, supervision, workload, schedules, or return-to-work steps to an employee's needs and the job context, with agreed review points.

Conclusion

The course connects early recognition, supportive conversations, role boundaries, urgent-risk response, psychosocial risk management, adjustments, referral, return to work, and team wellbeing. Participants take back a Manager Workplace Mental Health Action Portfolio. The portfolio changes management practice by making concerns, conversations, controls, support actions, responsibilities, referrals, and reviews explicit.