

UAB Employee Wellness has created this Wellness Partners Toolkit with resources, guidelines, and suggestions to help others who are interested in promoting wellness within their own departments. UAB Employee Wellness collaborates with its Wellness Partners to coordinate services, share resources and help promote Employee Wellness events and activities with the goal of cultivating a culture of wellness throughout the UAB community.

**HOW TO USE THIS TOOLKIT:**

The purpose of this toolkit is to provide a structure for departments that may be interested in becoming a Wellness Partner, working with UAB Employee Wellness on the promotion of events, and promoting awareness, action, and an environment for success within their own school.

**HOW TO GET STARTED:**

1. Select a chair and point of contact for the Wellness Partner group.
2. Recruit volunteers to be a part of the group. To ensure your group has input and ideas from diverse perspectives, try to include the following:
  - Talented, motivated individuals who are passionate about UAB wellness
  - Members from various levels of your department, including student representatives
3. Depending on your group/department, it may be helpful to assign key roles such as:
  - **Co-Chair** — orchestrates meetings, reviews meeting minutes and disseminates announcements as needed
  - **Communications lead** — manages both internal and external communications between the group and UAB Employee Wellness
  - **Treasurer** — provides general financial oversight for the group
  - **Secretary** — schedules meetings and prepares meeting agendas

**ONCE YOU’VE SELECTED YOUR GROUP MEMBERS, YOU ARE ENCOURAGED TO...**

- Set clear priorities and goals for the group. Explain how their role will directly contribute to the success of the organization’s overall wellness objectives.
- Establish regular ongoing communication channels with UAB Employee Wellness.
- Identify areas of wellness opportunities within your school/department, gain program support from co-workers and encourage participation.
- Support and promote UAB Employee Wellness programming, events and policies.

*Interested in becoming a Wellness Partner?*  
**Contact UAB Employee Wellness Manager Emily Davidson.**

**HELP ME GET STARTED!**

**UAB Employee Wellness Mission Statement:**

*UAB Employee Wellness is committed to improving the lives of employees by creating programs and initiatives that support and promote healthy, active lifestyles.*



**AREAS OF FOCUS**

- Physical Activity and Recreation
- Healthy Eating
- Smoking Cessation
- Prevention & Health Management
- Mental Health



**ENGAGEMENT OPPORTUNITIES**

- Running/walking groups
- Walking Trails
- Campus Recreation
- Healthy Recipes
- Nutrition Webinars
- Healthy options on campus
- Love Your Lungs
- Colon on the Corner
- Heart Health Month
- Wellscreens
- My Health Rewards
- Summer of Wellness
- Mental Health First Aid
- QPR Suicide Prevention Training



**WELLNESS RESOURCES**

- Employee Wellness: [uab.edu/wellness](http://uab.edu/wellness)
- Employee Assistance & Counseling Center: [uab.edu/eacc](http://uab.edu/eacc)
- UAB Benefits: [uab.edu/benefits](http://uab.edu/benefits)
- Campus Recreation: [uab.edu/urec](http://uab.edu/urec)
- Employee Health: [uab.edu/employee-health](http://uab.edu/employee-health)
- Live HealthSmart Alabama: [uab.edu/livehealthsmartal](http://uab.edu/livehealthsmartal)
- Health Promoting University: [uab.edu/health-promoting-university](http://uab.edu/health-promoting-university)
- Student Affairs: [uab.edu/studentaffairs](http://uab.edu/studentaffairs)