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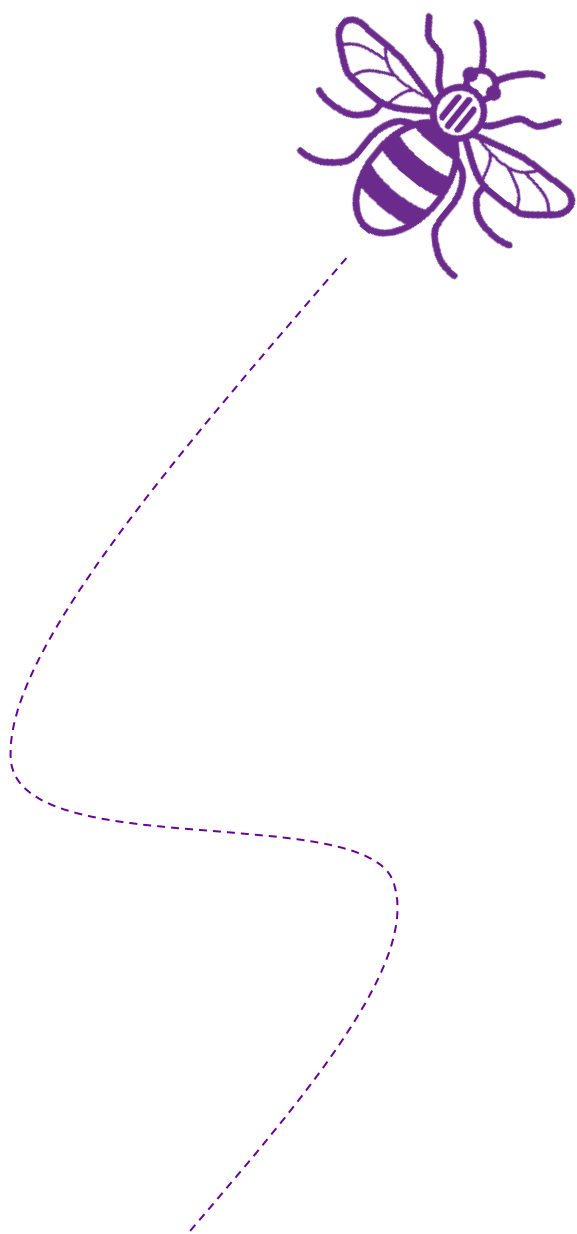
The University of Manchester

SIXWAYS
to wellbeing

Wellbeing Champions



Handbook
2022/2023



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Director for the Student Experience
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Foreword



Welcome to your Wellbeing Champions training. I hope that you are looking forward to your experience and are ready to make a huge impact on our new students.

As the Director for the Student Experience I am immensely grateful for your commitment, hard work and willingness to get involved. Your contribution will support our new students to make a strong start to their Manchester experience, better enabling them to make the most of their time here. I am committed to successful delivery of the University's strategic plan and, in particular, our ambition to provide an outstanding student experience. As a Wellbeing Champion you will be contributing directly to this goal. We want to create a sense of identity and belonging to The University of Manchester by working in partnership with students. As a Wellbeing Champion you support this by helping to create an awareness of Manchester's Six Ways to Wellbeing, supporting students throughout their University experience, from their arrival in Manchester through to their final exams and graduation.



Your role as a Wellbeing Champion helps you to become an outstanding graduate. As part of our Stellify programme this scheme gives you a chance to demonstrate your skills and willingness to contribute to the student community. You will have a record of these attributes for your own personal recognition and for future employers that you can take with you when you leave us.

I am delighted that you are undertaking this role as it supports our vision and has a real impact not just on your fellow students, but also for you personally. By putting your whole heart into this journey you will become one of our outstanding graduates, and you will leave behind you students who will better know how to make the most of their time here at The University of Manchester.



Simon Merrywest,
Director for the
Student Experience

SIXWAYS

to wellbeing

connect

give

take
notice

be *active*

be **healthy**

learn and
discover

Six ways to wellbeing

Wellbeing is a measure of how well we function day to day, and how we feel about ourselves and our lives as a whole.

When it comes to wellbeing, a small action can make a big difference. Evidence shows there are a number of types of activity that improve wellbeing, and we've based our approach around these. The University of Manchester's [six ways to wellbeing](#) encourage students and staff make small, positive changes to keep feeling good and living well.

The evidence behind our six ways is summarised in [Five Ways to Wellbeing](#), a report for the UK government's Foresight programme written by the New Economics Foundation (we added an extra way - see if you can spot it!)



The six ways—why?



connect

Feeling close to and valued by others is key to our happiness.

Finding the time to nurture your existing relationships with others, and connecting with new people, can help you feel better and live better.

give

Helping, giving, sharing – doing something for someone else has been proven to make us feel more positive and increase our self-worth.

Big or small, actions to improve the lives of others, improves our own. Why not take time to do something kind?

take notice

Being mindful of the moment – what's happening, and how it makes us think and feel – can help us better understand ourselves. When we know how to do this, we can seek out the moments that we value most.

Life moves fast – so hit pause and take a second to appreciate what's going on, inside and outside.

The six ways—why?



be **active**

Be Active encompasses any physical activity or movement that works for you, your ability, your other commitments and that you find enjoyable!

Physical activity isn't just about keeping fit. Research shows it can help us to think and feel more positively, sleep better and have more energy.

be **healthy**

Taking care of yourself by paying attention to nutrition, hydration, getting enough sleep and looking after your personal safety will benefit your wellbeing.

Taking care of your wellbeing in relation to health is about focusing on the things you can manage and making the choices that work for you.

learn and **discover**

Whether it's gaining a new skill or broadening your knowledge, the act of learning in itself is valuable and has been shown to boost self-esteem, resilience, social integration and more.

Try to find time to savour the journey of learning something different.

The six ways—ideas



connect

Join a group or society to meet new people with your interests. Or take it in turns to cook a shared meal with friends. **What else could you do?**

give

Send someone a thank you note or seek out an opportunity to volunteer in the local community. **What else could you do?**

take notice

Record a positive feeling every day and review them from time to time. Or take a different route on one of your regular journeys. **What else could you do?**

The six ways—ideas

be **active**

Help yourself wake up by dancing to your favourite song every morning or take yourself for a walk. **What else could you do?**

be **he^olthy**

Reading, music, or a regular bedtime: find a routine that gets you ready for sleep. Alternatively, put your phone away for a while. **What else could you do?**

learn and **discover**

Download a podcast series for your journey to and from campus. Or learn more about the city you live in; sign up for free walking tours and evening events in historical buildings. **What else could you do?**

Your role



What it is...

The six ways are about small, positive behaviour changes that evidence shows help boost our feelings of wellbeing.

Every two months the University will be focussing on a different “way”, and encouraging students and staff to try small, simple activities linked to that theme.

Your role is to support the current theme, whether that’s by promoting a University event, running your own local event, or blogging. Your focus will be to inspire students to try new positive activities or ideas that fit with their lifestyle. There is no pressure to stick with the current ‘way,’ but it may help you focus your ideas and manage your time.

Finally, this is an opportunity , to make student voices loud and clear. This is an opportunity for you to take action and make our student community seen and heard. Through the Wellbeing Champion Program, we hope that you find the creativity, freedom and motivation to campaign for something I know you all strongly believe in. Together, we can make the University of Manchester a healthier, connected, positive and inclusive place.

Your role



And what it isn't...

It isn't your role to provide support, or to talk about mental health issues. The University has a range of different services to support student wellbeing.

www.studentsupport.manchester.ac.uk

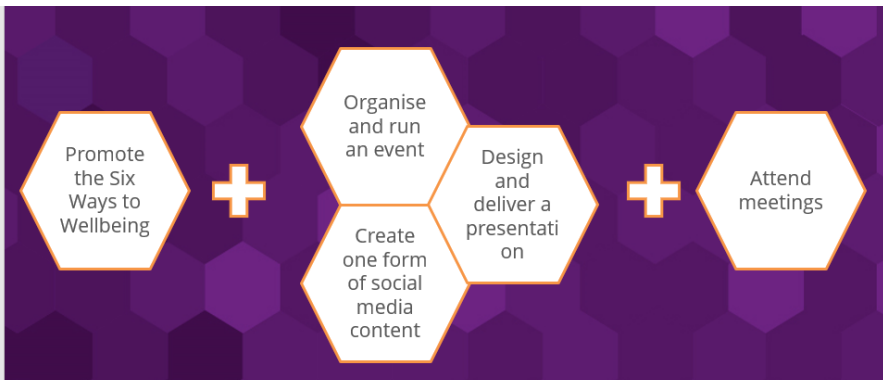
Please speak to me / email me if you're worried about somebody, or need some support for yourself.

studentwellbeingchampions@manchester.ac.uk

The job description

- Boost engagement and awareness of the Six Ways to Wellbeing in your School/Hall of Residence and across the university;
- Promote or help with events and campaigns linked to the Six Ways to Wellbeing;
- Organise and run approved wellbeing events that link with the University's annual wellbeing calendar;
- Share knowledge of wellbeing and related events through the use of social media and blog posts.
- Be a named and accessible Wellbeing Champion within your School/Hall;
- Be active in your role for the rest of Semester 2 (in order to qualify for Stelify/HEAR accreditation);
- Attend a mandatory training event to prepare you for the role;
- Attend and contribute to planning and feedback meetings;
- Promote University wellbeing events within your School/Hall;
- Complete one activity from category A and one activity from category B;
- Contribute your reflections and feedback at the end of the year.

What do I need to do?



Deadline: 31st May 2023

How will we help you?



We want you to 'Step and Lead' and take responsibility for when it comes to completing the different categories (so make them manageable), but we will be here to guide you and help you along the way if you have any

Debriefs/check-in meetings

Handbook & website

'help sessions'
(by appointment)

Last years champions

Promotion



Campaigns calendar

Every two months we'll produce promotional material with simple ideas for small changes to help people introduce the way into their everyday life.

As part of your role we'll ask you to distribute this material (e.g. putting up posters) in your department or Hall.



Promotion



Here are some promotion suggestions:

1. 1. Share the link to the information about the Six Ways on our website or specific wellbeing resources and services.
2. 2. Post details about upcoming Champion Events or Wellbeing Events.
3. 3. Post information about one of the ways in particular (e.g. use definitions/info from our website).
4. 4. Repost something from our Instagram accounts : @uomwellbeing and @wellbeingchampionsuom

There is a specific coloured background for each 'way' so if you are promoting a specific way to wellbeing, please use the correct template.

You will need to provide evidence of promotion of wellbeing/events 3 times (different content each time) via e.g., reposts on social media, society group chats, emails to schools etc.

Does not include promotion of your own events.

Events



Your events

The great thing about the ways is you don't have to do huge events to make an impact. If there's something you think might work well in your department or with your friends, or if you want to get together with other champions to organise something a bit bigger, we can help.

We have a budget for approved student-led events linked to the six ways, so if you have an idea that fits into the campaign calendar we'll help you shape it into a plan. We can help with room bookings, promo templates, money for refreshments and printing anything else you may need.

Full a full set of example events visit:

<https://www.studentsupport.manchester.ac.uk/taking-care/wellbeing/wellbeing-champions/event-examples/>

Events



Event planning

Here are the main factors to think about:

1. **Name of event**
2. **Aim of event and why you've chosen this event**
3. **Which way does it link to, and how?**
4. **Date & time**
5. **Venue**
6. **Target audience (who? how many?)**
7. **Resources required**
8. **Expected cost**
9. **Accessibility/sustainability considerations**
10. **Promotion (creation IG post and IG story needed)**
11. **Risk Assessment**
12. **Timeline/Deadlines**
13. **Each individuals key roles**

Events need to be approved by the Wellbeing Assistants first.

Once you are confident that you have fully planned the event, please email a detailed event plan taking into account the factors above.

You will also need to provide photographic evidence during the event. These will also be used for our social media.

Presentation



Wellbeing presentation at a peer support meeting

Main aim is to promote/raise awareness of the six ways of wellbeing to other peers and encourage them to get involved.

Things you can include (these are just suggestions, you can choose to create the presentation how you want):

- **What wellbeing is and what it means to you**
- **Why it's important to look after our wellbeing**
- **Activities you do to practice wellbeing that other students may like to try (can include pictures to make it more engaging)**
- **The university's framework of the six ways to wellbeing and examples of each of the six ways students can try**
- **Some form of interactive activity (e.g. group discussions, poll, quiz etc. Can be done using menimeter/jamboard/kahoot etc.)**
- **Promoting any upcoming wellbeing events (these can be found on the wellbeing calendar)**
- **Making them aware of the student support webpage/ wellbeing calendar/our Instagram accounts**

I will help you get in contact with a peer support scheme to do this with. Once you have delivered your presentation ask the peer support lead to email me confirming this.

Presentations need to be approved by wellbeing assistants first. Once you have fully designed your presentation please email me it.

Content Creation — Rules

Please do:

- Keep it positive; the six ways are about positive wellbeing
- Make explicit reference to at least one of the six ways to wellbeing
- Be inclusive /mindful of other peoples circumstances (e.g. those living with disabilities/ struggling with the cost of living crisis)
- Feel free to include pictures
- Remember that creativity is welcomed!
- Make sure to proofread for grammar and spelling.
- If you would like to talk about mental health topics, please follow our guidelines on page 27.

Please don't:

- Disclose anything you aren't comfortable being shared publicly, or that might be triggering for others
- Worry! We aren't looking for award winning pieces - we just want to hear from you and your tips on positive wellbeing as a student.

Content Creation — Blogs

Approximately 500 words on a topic relating to positive wellbeing

Your blog posts don't need to be tied to the campaigns calendar, but they need to be based on at least one of the six ways.

The actual content and how you present it is completely up to you. Whether you write an article on ways to connect, a diary style post on discovering a new podcast, or a poem, the more creative the better!

For inspiration, you can see previous examples of blog posts here: www.wellbeingchampions.wordpress.com



Learn and Discover

by mfbassm | Aug 26, 2021 | Uncategorized

Limerence: A person addiction and tips for improving mental wellbeing I've always been interested in learning about rare conditions. I find it fascinating learning about the unique experiences some individuals go through. For my blog, I wanted to shed light upon an...



Baking for Wellbeing

by Wellbeing Champion | Apr 7, 2021 | Be Healthy, Six Ways to Wellbeing

Baking for Wellbeing: learning to bake can be a great stress relief! I am sure I am not the only one that learned to bake during lockdown, banana bread, brownies, cookies, school cake, you name it! Baking is not only an enjoyable hobby, but it can also provide the...



How to Sleep Well?

by Wellbeing Champion | Mar 26, 2021 | Be Healthy, Six Ways to Wellbeing

It is said that people spend one-third of their lifetime sleeping. We need to have a proper sleep, but it seems difficult for us to have a sweet eight-hour sleep in this stressful time filled with essays and exams. Therefore, I am going to give out some of my ways to...

Content Creation — Blogs



Here are some tips on how to start ...

1. **Pick a topic linked to the Six Ways**

Sometimes the hardest part of writing is actually deciding what you want to write about. With the Six Ways to Wellbeing, you have a great framework to start from. If you're struggling to make a decision, try going through each of the Six Ways and making a mind map of potential ideas. Hopefully something will jump out at you!

2. **Read around your topic**

A quick internet search is always a good place to start gathering information for your post. You may even find some links that you want to include within your piece. If you're including any data or scientific research, just make sure you get these from a reputable source to avoid any fake news!

3. **Make a plan**

It doesn't need to be exhaustive but just like essays, it's important to plan out the main messages you want to get across in your piece. Write down a list of the key points so you can keep referring back as you're writing. These important points may even make good sub-headings to break down your blog post.

Content Creation — Blogs



Here are some tips on how to start ...

5. **Start writing!**

Open a document or a notebook and get some words down. Once you've got over this first hurdle, it'll be easier to carry on writing. You can always come back to it and edit. Try and write as much as possible in one go so you stay focused and on topic. 500 words is a good length to aim for.

6. **Edit and polish**

After you've got the bulk of your writing done, it's good to come back to it the next day with fresh eyes. Have a read through the piece, maybe read it aloud to check the flow of the writing. Getting your friends to have a read and give you any feedback is also a good idea. Once you've made your edits, you're good to go!

Remember that we're not expecting you to be professional writers. We want to hear from you because you have an authentic voice, which is appealing for others to read.

We also want you to enjoy writing these posts, so please don't let the process affect your own wellbeing!

Blogs can be written on a word doc and emailed to me so I can publish them.

Category B —



Other Content Creation

Social media is a great way to promote and communicate the Six Ways to Wellbeing. As part of your content creation category you could:

1. Create a Reel/IGTV video focusing upon the six ways to wellbeing (e.g., information/workshop/interview etc. (1-2 mins))
2. Create IG social media posts focusing on the six ways to wellbeing– e.g., information/quotes/graphics etc. (2 swipe posts + front cover). You can use Canva to create this
3. Do an IG stories takeover focusing upon the six ways to wellbeing (doesn't have to include yourself) (8 -12 stories). You can use Canva to create this
4. Newsletter/article/visual art/magazine focusing on the six ways to wellbeing etc. (500 words)

There is flexibility and freedom to create anything you like. We are open to any form of content creation and really look forward to seeing what you produce.

Does not include creating content to promote your own event.

Mental Health Guidelines



When it comes to discussing Mental Health, there is no doubt it is complicated. It is messy, complex and so different for every person that experiences it.

There is no pressure to talk about Mental health topics, but if you would like to. You need to be;

- Proactive and informative: talk about what has helped you through a difficult time, how have you combatted it, what has made you resilient ?
- Acknowledging: in acknowledging Mental Health topics exist, it will enable students to feel like their experience is validated.

Through adopting an acknowledging and proactive approach, we can together keep fighting to destigmatise mental health and keep our student community mentally healthy!

Mental Health Guidelines



Disclosures

It is always possible for anyone to disclose personal or sensitive information to us, for example, regarding their mental health or previous experiences.

Given the nature of your role it is unlikely that students will disclose to you, but it is extremely important that you know what to do should this happen.

If this happens, here's what you should do:

1. Respond in a non-judgmental manner
2. Explain clearly to the student that you are not able to advise or support them with their issue
3. Offer to put them in touch with a member of the Wellbeing team, who can provide further advice and support on their options

If you have any worries or concerns about a student, you should speak to me or email me at:

studentwellbeingchampions@manchester.ac.uk

Any questions?



Where do I go if I'm not sure?



If you are unsure about anything, please visit the Wellbeing Champions website:

bit.ly/manchesterwellbeingchampions

Contact us



Alternatively, if you have any further questions please email me at:

studentwellbeingchampions@manchester.ac.uk

Instagram accounts



[@uomwellbeing](https://www.instagram.com/uomwellbeing)

[@uompodium](https://www.instagram.com/uompodium)

Finally...



Have fun and good luck!

You've got this.

Anam

Notes



SIXWAYS

to wellbeing

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give

take
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be *active*

be *healthy*

learn and
discover