

Wellness in the Library Workplace

Bobbi Newman

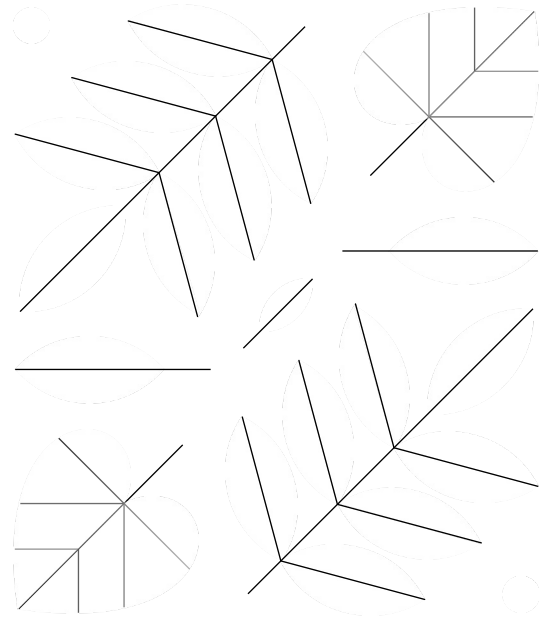
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Community Engagement and Outreach

Specialist

Network of the National Library of
Medicine, Region 6

University of Iowa



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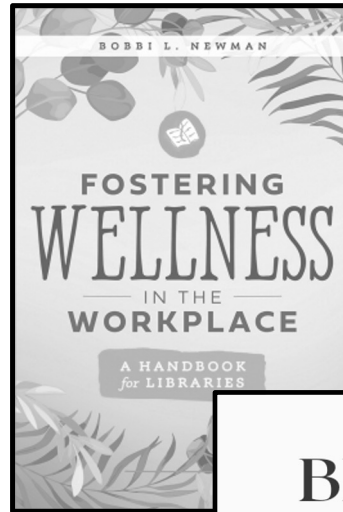
Permission Slip

- We are in the midst of a global pandemic and collective trauma. I encourage you to prioritize your wellness during this webinar. We may cover some triggering topics.
- Please feel free to doodle, color, knit, eat, drink, move your body in a ways that feel good to you, take a break and whatever else you need to take care of yourself.
- Your wellness is more important that anything including this webinar.

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Bobbi Newman

- Creator of "Wellness in the Library Workplace" NNLM class
- Mindfulness Student
- BLOSSOM creator and host
- Author *Fostering Wellness in the Workplace: A Handbook for Libraries*, forthcoming ALA Editions



BLOSSOM

A free virtual symposium for library staff focused on their health and wellness.

March 24, 25, 26, 2021

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What is health and wellness?

"Health is a state of complete physical, mental and social well-being and not merely the absence of disease or infirmity."

World Health Organization

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What is Part of Health and Wellness at Work

Physical

ergonomics, access to
natural light, air quality,
noise, etc.

Mental and Emotional

stress, compassion
fatigue, burnout, invisible
labour, emotional labour

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What is Not Part of Health and Wellness at Work

Weight loss,
diet, exercise

Faux Health
and Wellness

Wellness as a
commodity

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Benefits of Healthy Workplace

- Increase job satisfaction
- Improve mental health
- Improve physical health
- Reduce turn over
- Increase performance
- Fewer sick days
- Less presenteeism
- Give the library a positive reputation
- Improve customer satisfaction

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Physical Environment



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Ergonomics

- Evaluations of workstations
- Standard size standing desks are probably too high for most staff
- Adjustable height desks are best
- Split sitting and standing time equally

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Air and health

- Temperature
 - 72-75 degrees
- Smell
- Air Quality



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Exposure to Natural Light

- Improves overall wellbeing
- Reduces eye strain
- Reduces headaches
- Reduces drowsiness
- Improve performance



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Exposure to Nature

- Improves overall wellbeing
- Lowers blood pressure
- Speeds recovery from illness
- Reduces the impact of stress
- Increases attention capacity
- Improves psychological wellbeing



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Noise at Work

- Decreased productivity
- More sick days
- Decreased workplace satisfaction



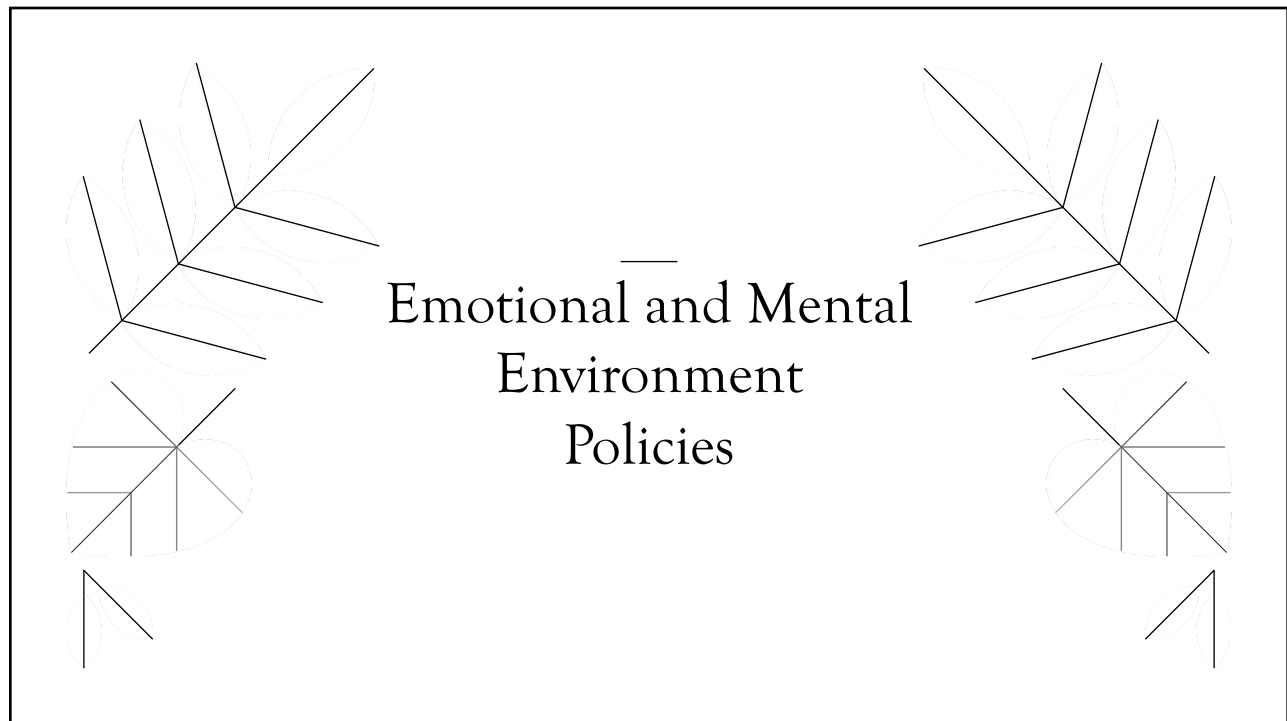
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Aesthetics at Work

- Moods
- Morale
- Productivity



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Salaries: a living wage and equal pay for equal work

- Reduces hypertension
- Reduces suicide mortality
- Reduces depression
- Reduces sick days
- Reduces the risk of early childbirth
- Improves birth outcomes
- Increases the odds dependents will complete high school

Median annual salary
for full-time librarians:

\$50,671
WOMEN

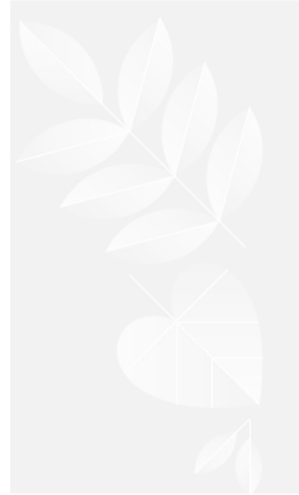
\$57,961
MEN

Source: US Bureau of Labor
Statistics (2016)

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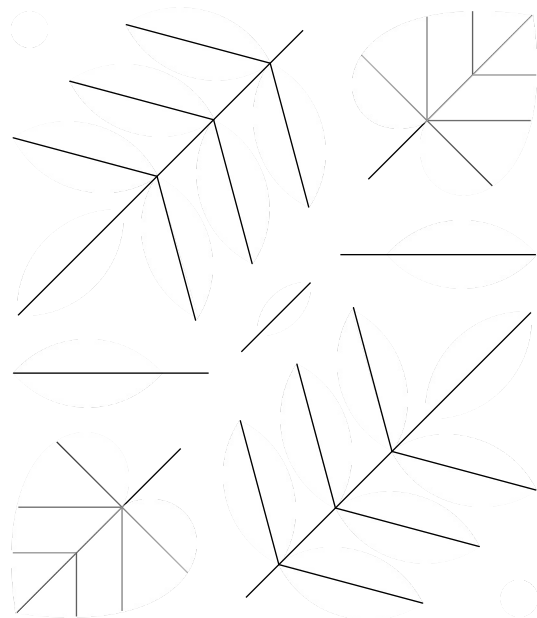
Vacation and Sick Time

- Separate pools of vacation and sick time
- Minimum of 4 weeks of vacation
- Create a culture where using sick time when ill is expected and the norm



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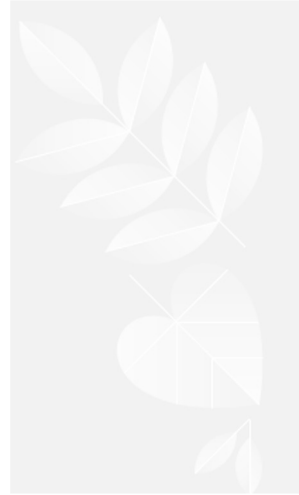
Work-life, Balance, and Schedules



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Telecommuting

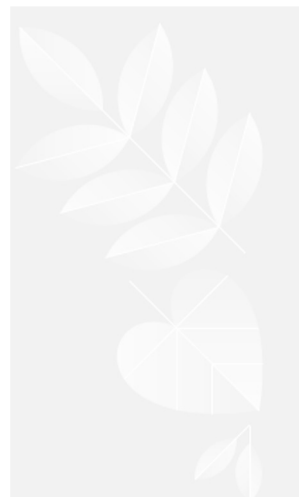
- Improves job satisfaction
- Improves performance
- Reduces turnover
- Fewer sick days
- Reduces risk for
 - Alcohol misuse
 - Physical inactivity
 - Tobacco use



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Flextime

- Increased productivity
- Fewer sick days
- Happier at work
- Decrease turnover
- Improve physical health
- Improve mental health



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Employee Assistance Program (EAP)

- Voluntary, work-based program
- Free and confidential assessments, short-term counseling, referrals, and follow-up services to employees who have personal and/or work-related problems.
- Issues affecting mental and emotional well-being, such as alcohol and other substance abuse, stress, grief, family problems, and psychological disorders

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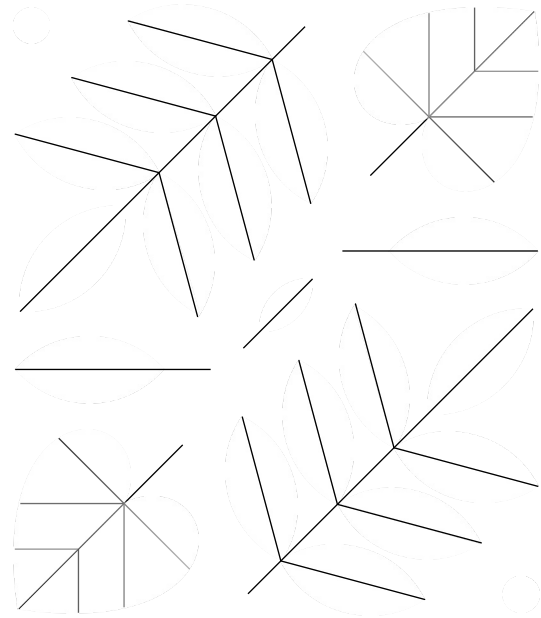
Diversity, Equity, and Inclusion

Discrimination, microaggressions, and harassment of Black, Indigenous, and People of Color (BIPOC) people

- Reduces trust
- Reduces team building and comradery
- Reduces job satisfaction
- Increases turnover

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Culture, Mental, Emotional Practices and Concerns

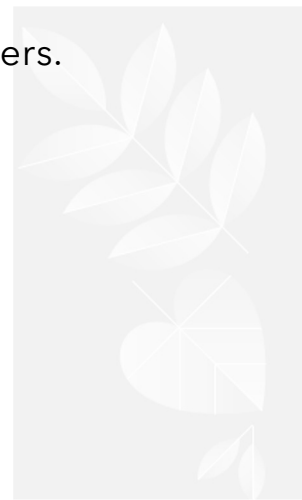


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Emotional Labor

Is displaying certain emotions, while hiding others.

- Increases depression
- Increase anxiety
- Decreases performance
- Decreases job satisfaction
- Contributes to burnout



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Invisible Labor

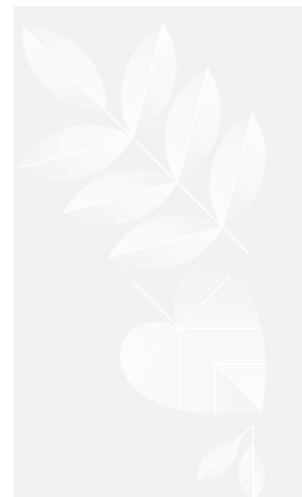
- Small interactions that make the workplace more socially cohesive, as well as helping coworkers with projects.
- Mostly performed by women



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Six Causes of Burnout at Work

1. Workload exceeds capacity
2. Lack of control, lack of autonomy
3. Rewards do not match the effort
4. Supportive community / team
5. Lack of fair and equitable treatment
6. Mismatch of personal and organizational values

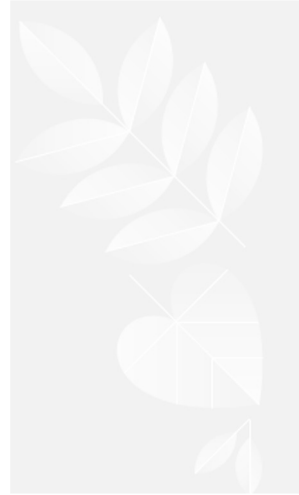


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Compassion Fatigue

"Compassion fatigue is a state experienced by those helping people or animals in distress; it is an extreme state of tension and preoccupation with the suffering of those being helped to the degree that it can create a secondary traumatic stress for the helper."

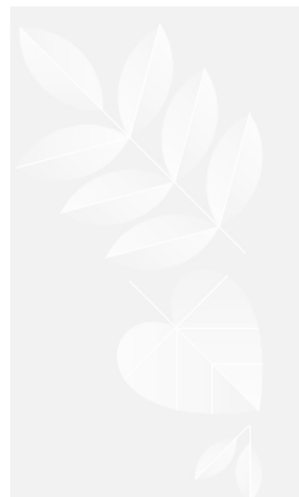
- Dr. Charles Figley



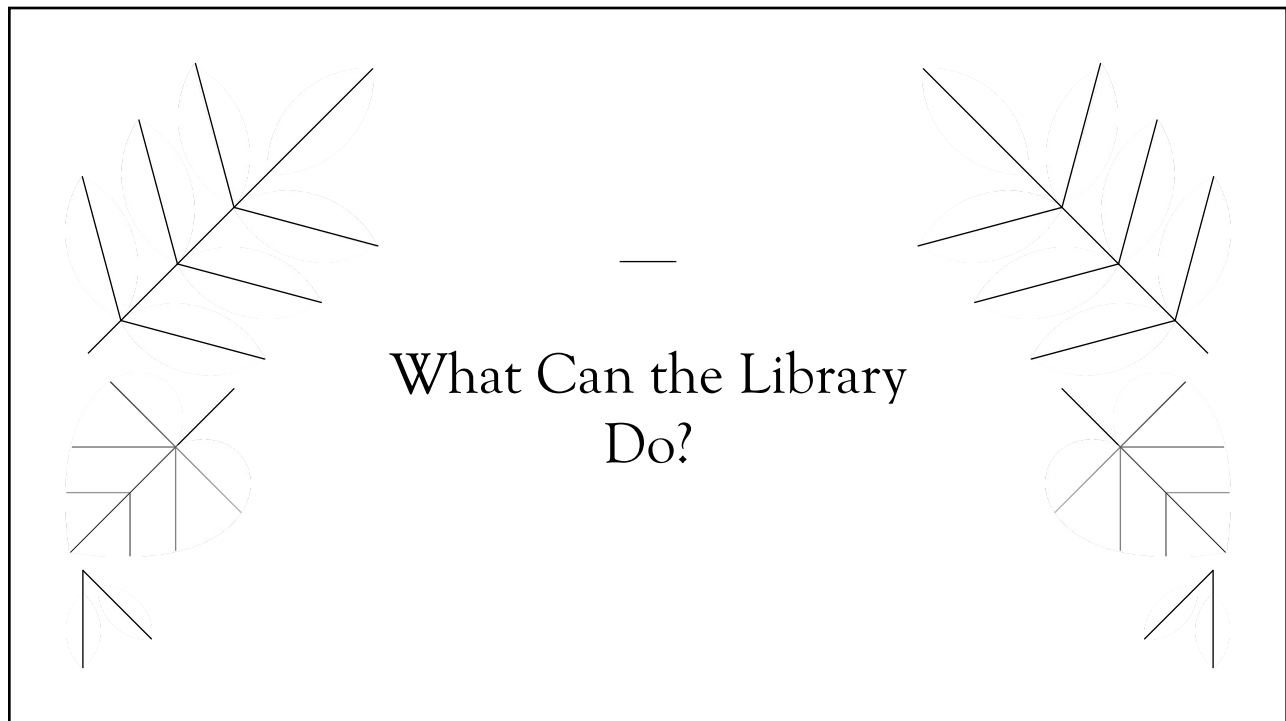
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Results of an Unhealthy Workplace

- More sick days
- More presenteeism
- More depression
- More anxiety
- Increase turnover
- Reduced performance
- Decrease job satisfaction
- Decrease customer satisfaction



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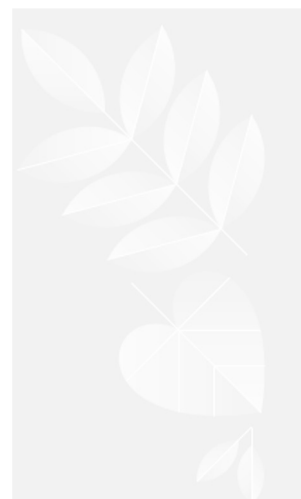


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Physical Environment

Work with what you have, but continue to aim for the best

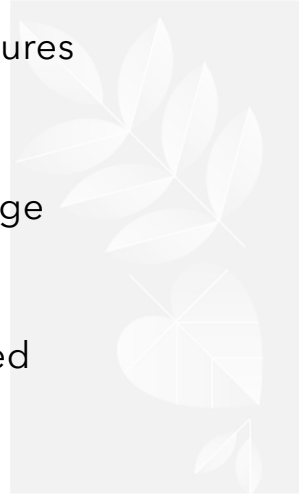
- Windows with access to natural light
- Plants in personal and shared space
- Standing desks
- Private space
- Good air quality
- Encourage lunches and breaks away from a desks



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Air, Light, Noise and Aesthetics

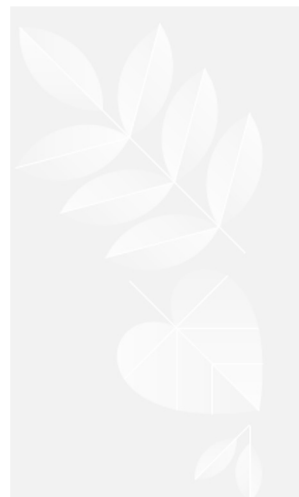
- Allow fans and space heaters with safety features
- Indoor plants
- Eat lunches away from desks
- Create an inviting outdoor area and encourage employees to use it
- Private space for meetings and phone calls
- Empower staff to make adjustments they need
- Designate quiet times



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Allow Telecommuting and Flex Time

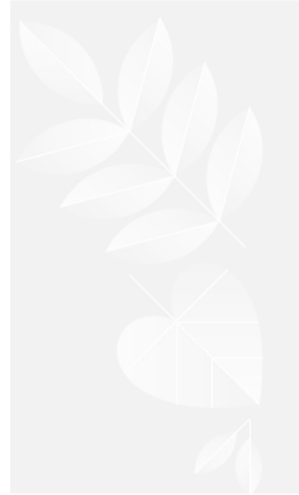
- Clear communication
- Clear expectations
- Problem solve together
- Remember performance problems are about individuals, not policies



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Practice Cultural Humility

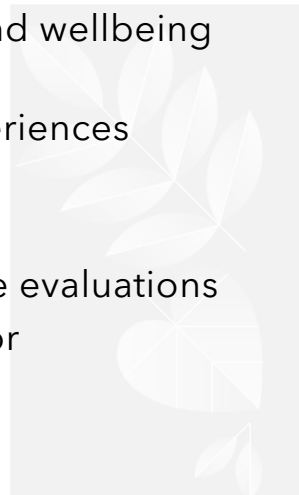
"A practice of self-reflection on how one's own background and expectations impact a situation, of openness to others' determining the relevance of their own identities to any given situation, and of committing to redress the effects of power imbalances."



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Integrate DEI Work into Wellness Work

- Understand differences in access to health and wellbeing resources
- Understand differences in relevant daily experiences
- Listen to employees
- Set meaningful, comprehensive goals.
- Make DE&I part of management performance evaluations
- Don't place the burden on employees of color
- Test, learn, repeat.
- Remember, it impacts your performance

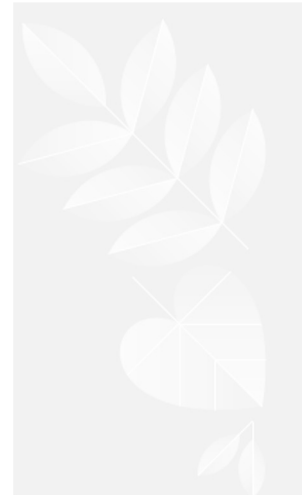


Goler, 2022; Maese & Lloyd, 2022

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Create a Healthy Policies and Culture

- Prioritize staff well-being
- Empower staff to make choices that benefit them
- Separate sick time and vacation time
- Sick employees are expected to stay home
- Mental health is important
- Lunches and breaks away from the desk
- Begin and leave work on time
- No working outside of scheduled work time

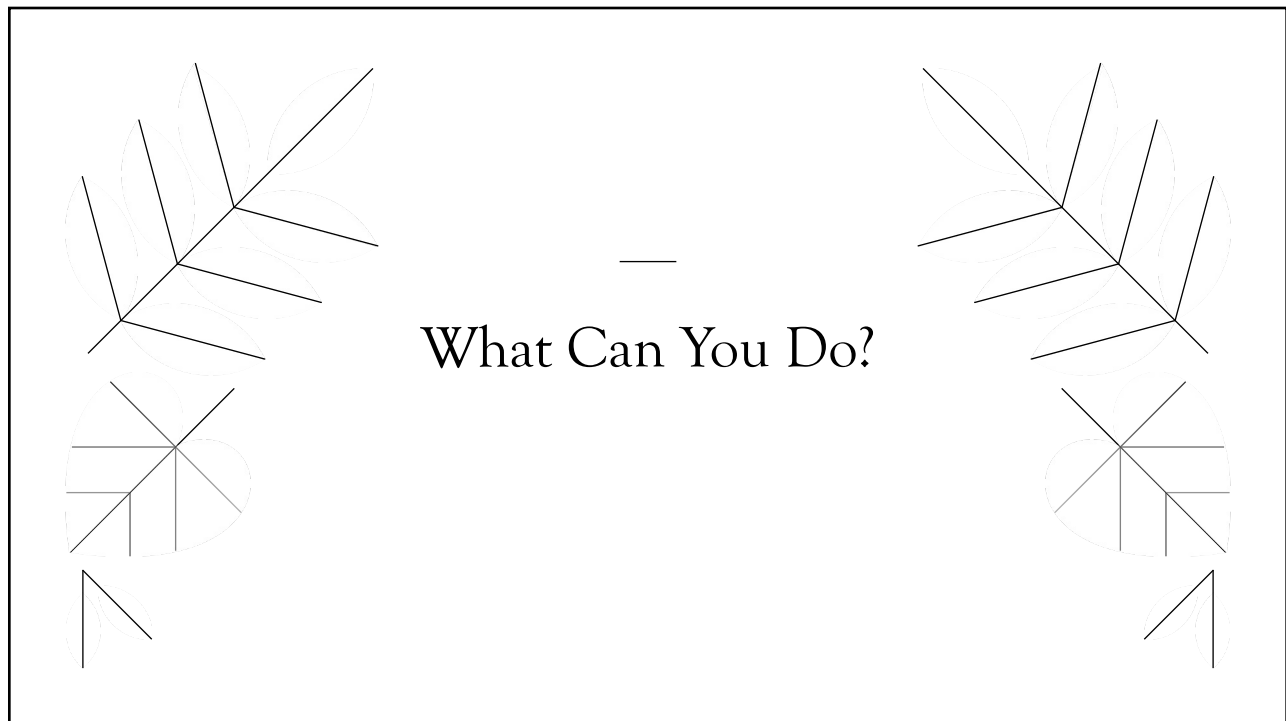


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Additional Recommendations

- Properly developed new employee orientation program.
- Provide learning opportunities.
- Provide opportunities for participatory management.
- Modify jobs if possible.
- Use job rotation to distribute the most stressful assignments.
- Allowing employees to get involved in decision- making.
- A healthy opportunity to vent.
- Keeping the workplace fun.
- Enhancing personal resources.
- Employees should be encouraged to take breaks, vacation days and sick leave.
- Be an advocate for your staff.

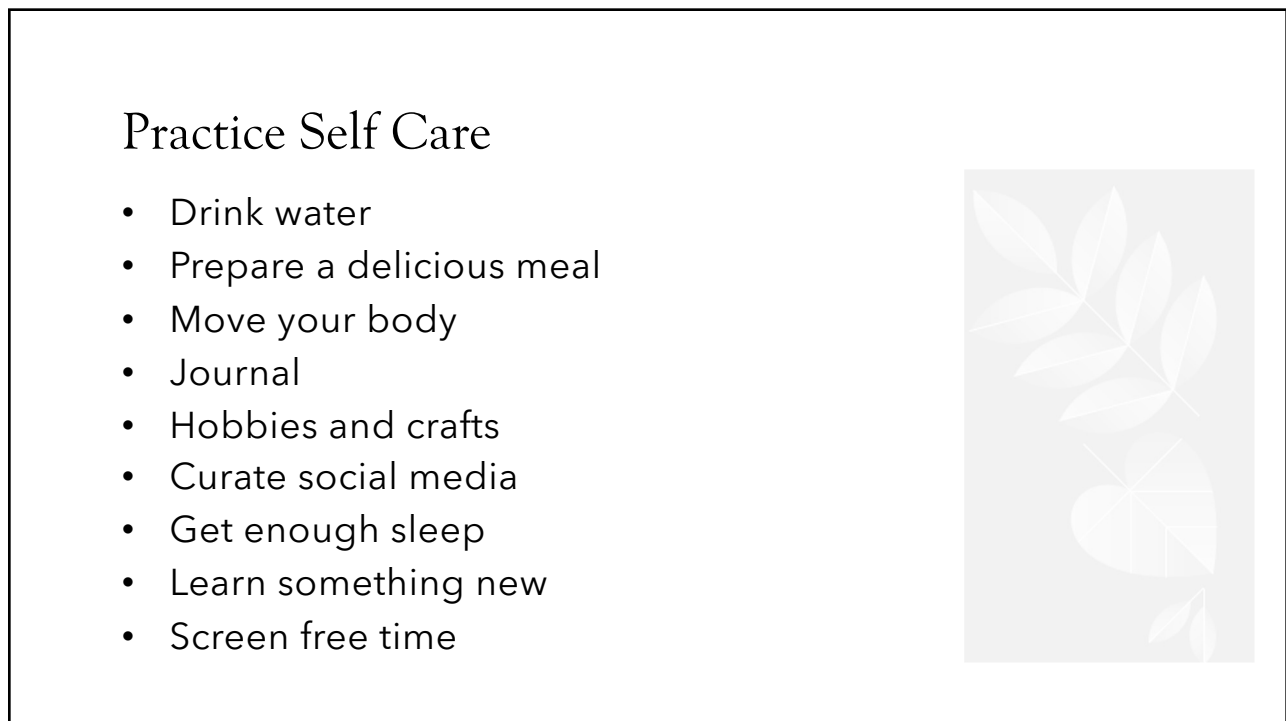
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Practice Self Care

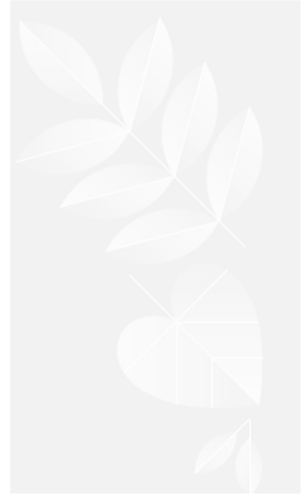
- Drink water
- Prepare a delicious meal
- Move your body
- Journal
- Hobbies and crafts
- Curate social media
- Get enough sleep
- Learn something new
- Screen free time

A decorative frame with stylized leaf patterns in the corners. On the left side, the text "Practice Self Care" is written in a serif font, followed by a bulleted list of self-care activities. On the right side, there is a vertical rectangular area containing a faint, stylized leaf pattern.

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Eight Dimensions of Health

- Emotional
- Environmental
- Financial
- Intellectual
- Occupational
- Physical
- Social
- Spiritual



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Mindfulness

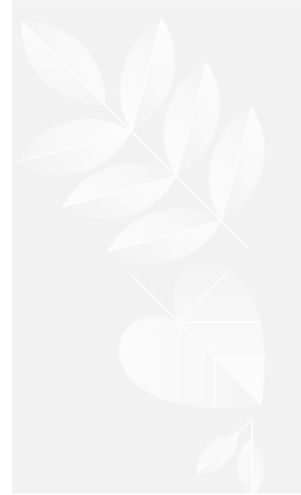
- Take some deep breaths
- Mindful movement
- Mindful eating
- Find mindfulness resources in your local community



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You at Work

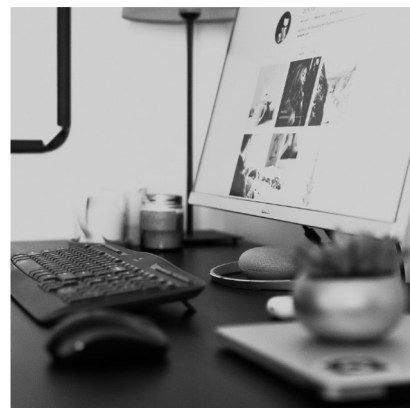
- Use your vacation time, lunch breaks, etc.
- Know your limitations. Don't be a perfectionist.
- Go home on time. Don't stay late.
- Don't take work home with you.
- Practice saying no.
- Ask for the changes you need
- Lead efforts for a healthy workplace



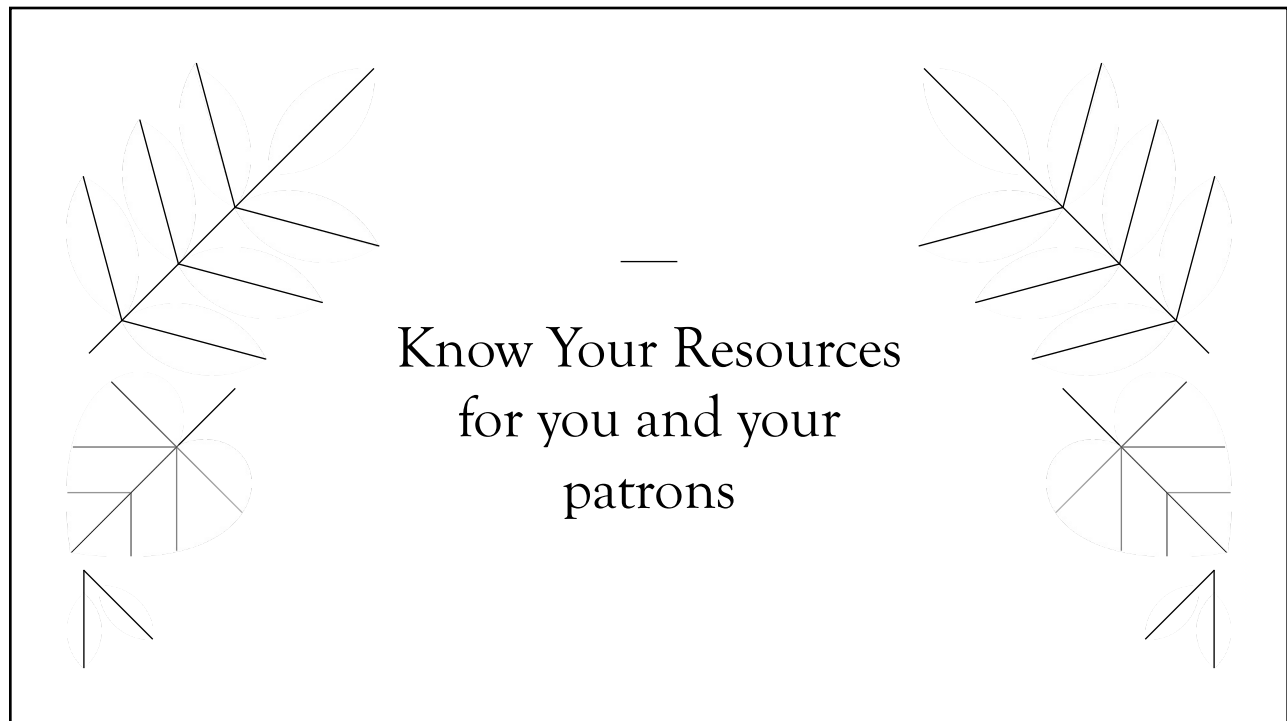
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Your Physical Work Environment

- Get an ergonomic assessment (ask a coworker if necessary)
- Designate quiet times
- Wear headphones
- Be conscious of fragrances
- Add decorative items that you find relaxing



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MedlinePlus

- Responsive design for smartphones and tables
- All resources are vetted
- Pages or sites with advertising or promotion of products are almost always excluded
- Print feature converts hyperlinks to URLs
- Written to be accessible
- Topic pages written for specific audiences

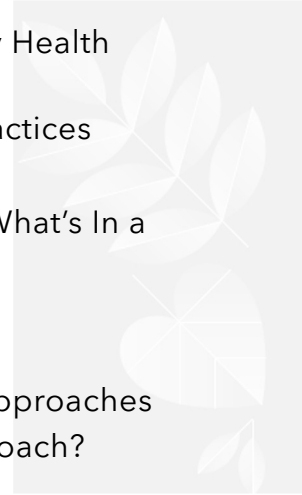
www.medlineplus.com

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National Center for Complementary and Integrative Health

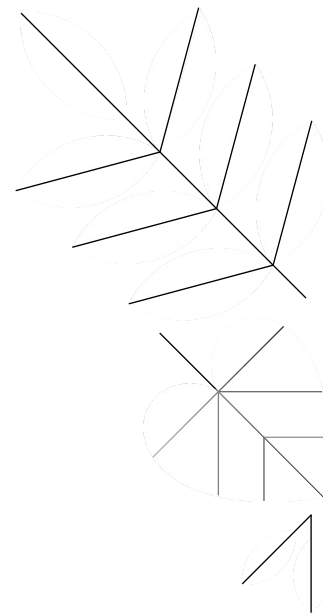
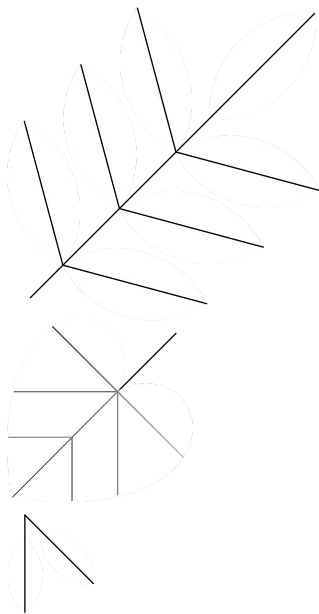
- 6 Things To Know When Selecting a Complementary Health Practitioner
- Safe Use of Complementary Health Products and Practices
- Know the Science
- Complementary, Alternative, or Integrative Health: What's In a Name?
- Finding and Evaluating Online Resources
- Credentialing, Licensing, and Education
- Paying for Complementary and Integrative Health Approaches
- Are You Considering a Complementary Health Approach?

<https://nccih.nih.gov>



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What Next?

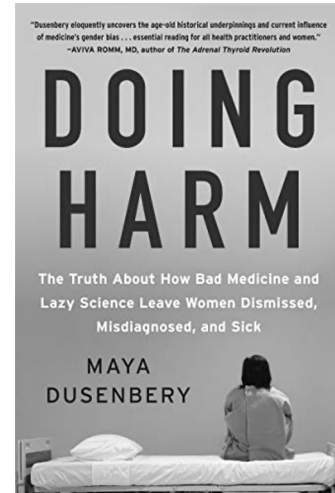


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NNLM Book Discussion

- Complete the book and earn CE credit on your schedule
- Acquire the book in your preferred format
- Three months to complete the requirements
- May 2 until July 31, *Doing Harm: The Truth About How Bad Medicine and Lazy Science Leave Women Dismissed, Misdiagnosed, and Sick!*

<https://bit.ly/NNLMDoingHarmDiscussion>



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Mindful In LIS from Amanda Leftwich and Ingrid Ruffin

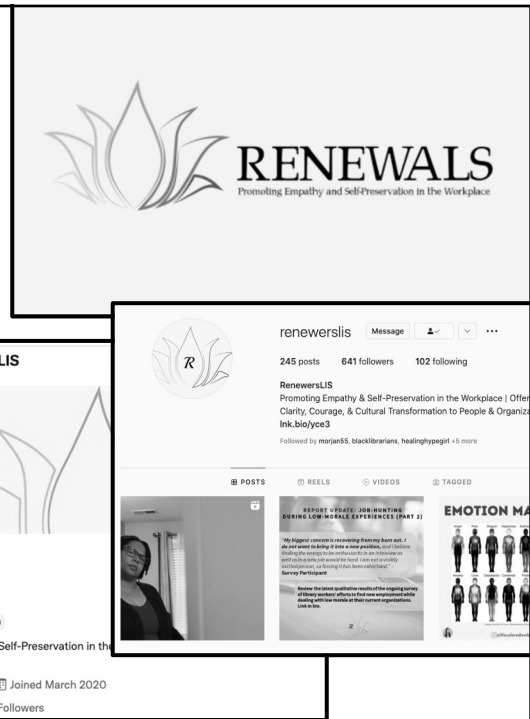
- mindfulinlis.wordpress.com/
- [instagram.com/mindfulinlis](https://www.instagram.com/mindfulinlis)
- twitter.com/mindfulinlis



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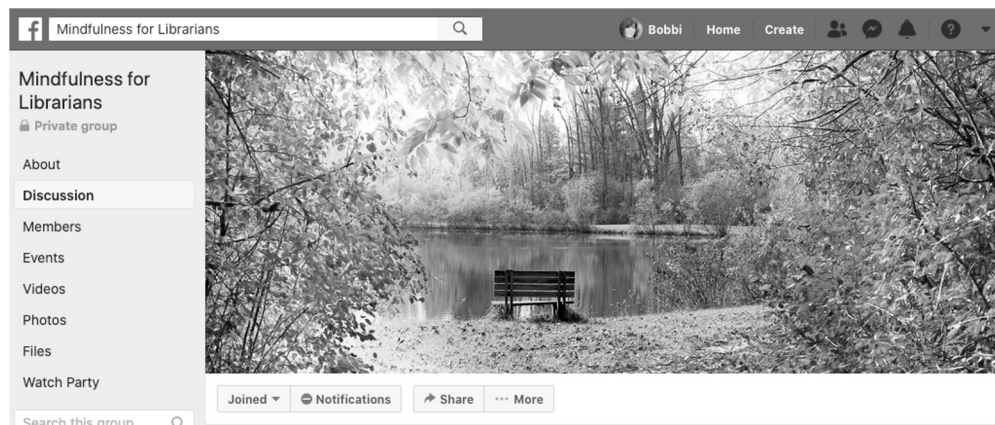
Renewers from Kaetrena David Kendrick

- twitter.com/RenewersL
- instagram.com/RenewersLIS/
- renewalslis.com/



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Mindfulness for Librarians Facebook Group



<https://www.facebook.com/groups/mindfulnessforlibrarians/>

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Wellness in the Workplace Class

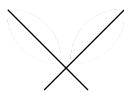
- Free
- Online
- Asynchronous
- 2 weeks
- 4 Continuing Educations credits



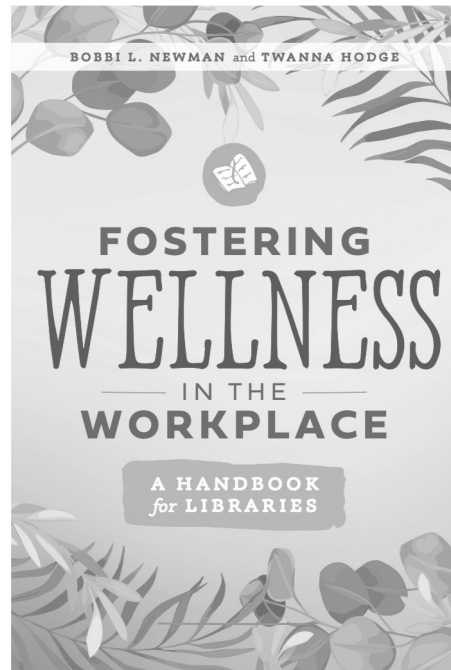
<https://bit.ly/nnlmWorkplaceWellness>

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Coming Fall 2022
from ALA Editions



Fostering Wellness in
the Workplace: A
Handbook for Libraries

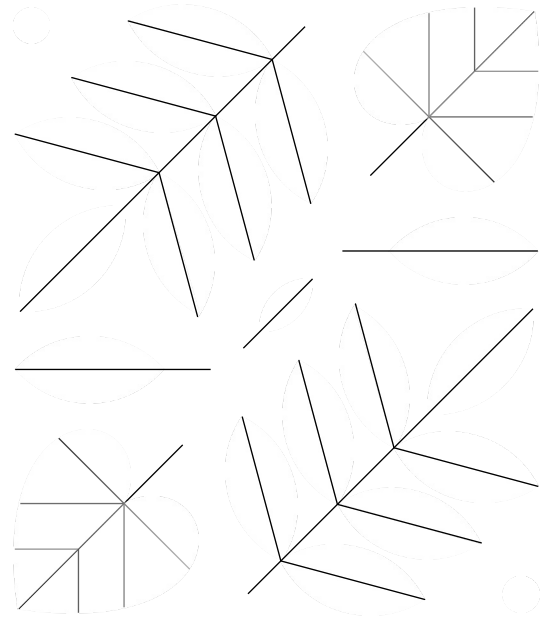


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Questions?

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Bobbi Newman

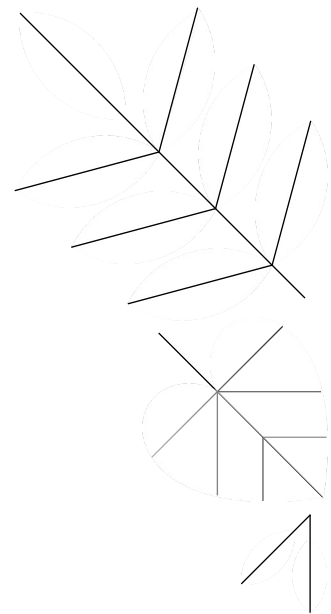
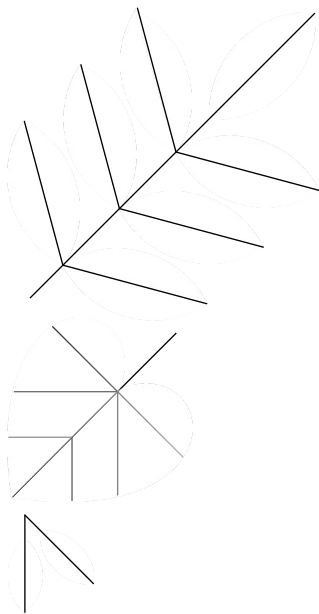
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References

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See accompanying PDF



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