

EMPLOYEE ASSISTANCE AND WORKLIFE

SOLUTIONS

FOR SUPERVISORS

DECEMBER 2025



SEASONAL WELLNESS AT WORK

KEEPING YOUR TEAM HEALTHY AND ENERGIZED

As the holiday season rolls in, now is the perfect time to prioritize your team's well-being. A strong culture of wellness not only boosts morale but also drives better performance and stronger connections. Here's how you can help your employees thrive during the most wonderful (and often busiest and most stressful) time of year.



EAP

SEASONAL WELLNESS AT WORK

FOSTER A CULTURE OF WELL-BEING DURING THE HOLIDAYS

ENCOURAGE HEALTHY HABITS

Wellness isn't one-size-fits-all. Empower your staff with options that promote physical and mental health.

1. Nutrition

- Share healthy recipes on a shared messaging channel or an intranet bulletin board.
- Offer nutritious snacks if you're hosting meetings or holiday events.
- Consider a healthy lunch challenge with light-hearted incentives.

2. Movement

- Encourage walking meetings or stand-up huddles.
- Send quick desk-stretch guides via email.
- Initiate a step challenge for a friendly competition with a big impact.

3. Mindfulness

- Designate certain hours for "no-meeting afternoons" to give employees time to focus and recharge.
- Suggest mindfulness or meditation apps (many offer free versions).
- Open meetings with a moment of gratitude or a short breathing exercise.

LEAD WITH INTENTION

The way you lead this season sets the tone for what your team will experience. Be present, check in often, and remind your employees that their health matters at work and at home.

Your Employee Assistance Program wishes you and your employees a season full of energy and balance. Rely on us to keep you and your team happy and healthy so you can finish the year strong together. Contact us any time, day or night, to schedule a management consultation for help managing tight deadlines, navigating coverage amid varying leave schedules, and more.



The holiday season can be a mixed bag — joyful, yet often overwhelming. As a supervisor, your actions and attitude can set the example for a healthier, happier season.

• **Model balance**

Take time off, honor your boundaries, and encourage your staff to do the same.

• **Offer flexibility where possible**

Whether it's school events, family travel, or just decompressing, allowing a little freedom goes a long way.

• **Celebrate mindfully**

Arrange activities that don't revolve solely around food. Consider creating a physical or virtual gratitude wall, hosting wellness-themed games or a team challenge, or organizing a "walk and talk" coffee break.

LIVE WEBINAR

THE 5 BUCKETS PRINCIPLE™

December 3, 2025

1-2 p.m. E.T.



Achieving work-life balance is about more than just time management. It's about nurturing the five essential areas of life: finances, friends and family, work, health, and community. The 5 Buckets Principle™ is a powerful tool to help leaders prioritize what matters most, allowing you to look at life from a broader perspective, while still focusing on the details that truly make a difference. You'll leave ready to manage your time effectively and create a more balanced, fulfilling life.

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The Employee Assistance Program is a **voluntary** and **confidential** employee benefit available to eligible federal employees at no cost.