

Guide to well-being and stress prevention dialogues

Preventing stress

- Make sure that well-being and stress are on your agenda on a regular basis
- Share the leaflet with your students and invite them to a dialogue
- Be curious; ask questions, listen and try to understand.

Questions for inspiration:

- *What is important for you when it comes to promoting well-being in your work life?*
- *How would I know if you were not happy in your work life?*
- *How can I as your supervisor support you in maintaining a good, healthy work life?*
- *What can you do yourself to promote well-being and prevent stress in your work life?*

Reacting to unhealthy stress

- Invite your student to a (stress prevention) dialogue if you are concerned.
- Use the leaflet as a framework for your dialogue.
- Start out the conversation by expressing your concern, e.g. by saying: "I have invited you to this dialogue because I am concerned about your well-being/workload".
- Ask questions and try to find out whether the student is at risk for unhealthy stress. If this is the case, talk about relevant support available and the steps to take to reduce pressure/workload. Also, be sure to make an appointment for a follow-up meeting.
- If you get the impression that psychological counselling could be helpful, tell your student about the service at the University or hand out the specific leaflet.

Questions for inspiration:

- How is your general well-being?
- I have noticed... therefore, I am concerned that you may be under pressure / about to enter the risk-zone?
- How can I as your supervisor support you? (help prioritise/plan the next week/give guidance/advise?)

Reacting to severe stress

- Invite your student to a (stress management) dialogue when you are concerned.
- Use the leaflet as a framework for the dialogue.
- Start out the conversation by expressing your concern, e.g. by saying: "I have invited you to this dialogue because I am really concerned about your well-being".
- Ask questions to find out whether your concerns are well founded. *If this is the case, it is vital that you help the student to seek professional help (medical doctor/psychological counselling). Be sure to make an appointment for a follow-up meeting.*

Questions for inspiration:

- How is your general wellbeing?
- I have noticed... therefore I would really recommend you seek professional help (your medical doctor/or the psychological counselling service). What do you think?
- In addition, I have considered how I as your supervisor can help you to prioritise and plan your tasks for the next couple of weeks...?
- Have you any suggestions yourself about how we can reduce pressure/work load for you immediately?