

# YOUR EMPLOYEE ASSISTANCE PROGRAM

WHATEVER YOU NEED,  
WE ARE HERE TO HELP.



## Promotional Calendar

	THEME	ONLINE SEMINAR	DESCRIPTION
			Seminars can be found on your home page, or you can search for them by title.
JAN	<b>Workplace Relationships</b>	<b><i>Building Positive Relationships at Work</i></b> Available on Demand Starting <b>Jan 15th</b>	Examine patterns in our workplace relationships and how we can alter our approach to make them positive.
FEB	<b>Recognizing a Need for Support</b>	<b><i>Mental Health First Aid</i></b> Available on Demand Starting <b>Feb 19th</b>	Recognize the signs of someone who might be facing emotional concerns, and learn best practices for offering support.
MAR	<b>Respecting Each Other</b>	<b><i>Interpersonal Communication: Social Skills for Success</i></b> Available on Demand Starting <b>Mar 19th</b>	Explore verbal and nonverbal communication to better understand how interpersonal communication may be interpreted by others.
APR	<b>Resilience</b>	<b><i>Understanding Resilience</i></b> Available on Demand Starting <b>Apr 16th</b>	Delve into techniques for becoming more resilient, and understand that the first step is acknowledging one's own feelings.
MAY	<b>Prioritizing Wellbeing</b>	<b><i>Healthy Mind Toolkit</i></b> Available on Demand Starting <b>May 21st</b>	Learn practices for restful sleep, balanced nutrition, healthy relationships, regular mindfulness practice, and more, as practical tools in your "healthy mind toolkit."
JUN	<b>Mindfulness and Focus</b>	<b><i>Mindfulness Matters</i></b> Available on Demand Starting <b>Jun 18th</b>	Explore basic mindfulness principles and learn some techniques that you can put to immediate use.
JUL	<b>Managing Pressure and Balancing Priorities</b>	<b><i>Making a Life While Making a Living: Work-Life Balance</i></b> Available on Demand Starting <b>Jul 16th</b>	Identify strategies to be more effective and more satisfied with both home and work lives.
AUG	<b>Tools for Financial Wellbeing</b>	<b><i>Effective Budgeting</i></b> Available on Demand Starting <b>Aug 20th</b>	Develop better skills for tracking spending, reducing debt, and developing a personal plan for financial success.
SEP	<b>Making the Best Use of Your Time</b>	<b><i>Maximizing Your Day: Effective Time Management</i></b> Available on Demand Starting <b>Sep 17th</b>	Better understand basic time management principles and what characteristics make effective time managers.
OCT	<b>Positive Emotional Health</b>	<b><i>Emotional Wellness: Building Better Mental Health</i></b> Available on Demand Starting <b>Oct 15th</b>	Gain coping strategies for dealing with adversity in a constructive way, and develop structured mechanisms for building better mental health.
NOV	<b>Support for Caregivers</b>	<b><i>The Sandwich Generation: Meeting the Challenges of Multigenerational Caregiving</i></b> Available on Demand Starting <b>Nov 19th</b>	Identify common family dynamics, gain insight on knowing when it's time for additional caregiving support resources, and explore self-care techniques.
DEC	<b>Creating Stronger Relationships</b>	<b><i>Examining Relationships: Healthy vs. Unhealthy</i></b> Available on Demand Starting <b>Dec 17th</b>	Examine different types of relationships – from family and friendship, to romantic and professional – while learning to recognize healthy and unhealthy relationships.

Available any time, any day, your Employee Assistance Program (EAP) is a free, confidential benefit to help you balance your work, family, and personal life. For professional assistance, just call or log on.

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