

Wellbeing Ideas for Remote Employees



Physical

- Get outside every day for fresh air and sunlight
- Eat healthy, whole foods and keep lots of healthy snacks and fruit in the house; limit consumption/get rid of unhealthy foods (sugary snacks, processed foods)
- Drink lots of water – keep on desk all day
- Stand up during the day – take calls standing, walking around house, on a treadmill or bike
- Maintain exercise routines
- “Walk the dog” even if you don’t have one
- Put a recurrent reminder on your calendar to get up, stretch, walk around, etc.
- Create a challenge for yourself and/or with colleagues
- Look for free exercise apps such as 7-minute workout, Nike Training, etc.
- Search YouTube or your cable provider for free yoga and strength training routines
- Maintain sleep schedule – aim for 7 - 8 hours per night
- Incorporate some ergonomic exercises into your workday. Examples include shoulder rolls, wrist rolls, hand stretches, neck stretches, hip stretches, hand grips (squeezing a stress ball or hand grip)



Emotional

- Take breaks throughout the day – schedule into calendar
- Look for free deep breathing, meditation or mindfulness apps such as Insight Timer, Calm, Headspace



Social

- Use multiple channels to communicate with colleagues – video, IM, phone
- Promote video conferencing capabilities to make employees feel more connected during the time away from the office
- Have frequent check-ins with colleagues; proactively schedule check-ins with people for virtual “drop by” conversations
- Use internal social sites or group chats to engage with colleagues



Work

- Create a space dedicated for work only and with some privacy
- Ensure your workspace is set up properly and you have what you need; de-clutter workspace
- Don't be tempted to start work the moment you get up. Use your "commuting" time to take a pre-work walk, prepare nutritious food for the day, read, write in journal
- Treat your work at home days as if you were going to the office. Dress appropriately (within reason – probably don't need to wear a suit working from home but don't wear pajamas either!)
- Take a lunch break
- Keep a regular work schedule and turn off computer by a certain time each day and walk away; shut office door and don't go back!



Children/Families

- Maintain or create schedule for your children
- Make sure your family members respect your work area as a place of business