UND Work Well Ambassadors

2015-2016 Overview

Work Well Mission: Our mission is to advocate for a culture of wellness for UND faculty and staff through innovative engagement opportunities.

Who are Ambassadors?

- **Amazing! Wonderful! Engaging! Caring!** Work Well Ambassadors are the eyes, ears and arm-twisters of the Work Well program.
- They know the latest and greatest wellness opportunities for employees and they're not afraid to share the updates with their co-workers.
- Ambassadors also share feedback and generate ideas for the Work Well team.

Department Info:

- One Ambassador per department is recommended. Rotate if more than one person is interested annually.
- It is only about an hour a month for a year.
- Department supervisor approval is requested to serve as a Work Well Ambassador

What does an Ambassador do?

- Complete a minimum of 4 activities (see next page) and help your department with the UND Healthy Department application.
- Forward e-mails about wellness programming from Work Well to department staff and faculty. The subject line will state to “forward to co-workers” or “for your eyes only” when I am announcing something new that you have access to first! The Work Well E-Update is sent to ALL employees monthly so no need to forward that.
- Distribute and post materials.
- Announce wellness programs in meetings
- Create a "Health & Wellness Space" (e.g. bulletin board or area) with information about wellness and upcoming programs, if allowable.
- Complete End-of-Year Application in May

Benefits:

- **You are the first to learn** about exciting new wellness programs and have the chance to sign-up
- You get opportunities to earn prizes by helping out with Level 1 and 2 wellness activities
- You get awesome advantages! Ambassadors were able to get free metabolic testing when it was being piloted and sit-stand units for your departments through another pilot program!
- Typically in the summer there is a gathering to brainstorm and in the winter there is a fun Ambassador Bash to celebrate!

This information was adapted from the WELL-U program at the University of Rochester, NY.
Ambassador Activities:
Beyond the list of “What does an Ambassador do?” on the reverse, please complete at least 4 activities from the list below each year.

- Organize at least one in-service/presentation about a wellness topic for your department or building (can be just 10 mins). A list of the topics is attached. Please remember to collect attendance.

- Volunteer for at least once for Work Well coordinate an activity, event set-up, be at event, clean-up, review materials, help at new Ambassador Orientation, etc.

- Bring one or more co-workers to a Work Well/wellness event.

- Coordinate a team for a Work Well campus-wide challenge or a departmental wellness activity

- Explain one Work Well program at a staff/faculty meeting or to another department

- Recruit another Work Well Ambassador in a department that doesn’t have one yet.

- Meet with a new employee to share about Work Well.

- Attend a Work Well Ambassador gathering (summer gathering in 2015 and/or Bash in 2016)

- Submit a testimonial with photos about worksite wellness, a photo of employees doing something active/healthy, or a video of wellness at UND to Work Well.

- Share healthy recipes as exchange at work or organize a healthy-potluck

- Do a spiritual wellness activity of leaving post-its around about appreciation, encouragement or wellness messages.

- Run a month long wellness program for your colleagues (walking, stretching, or various other ideas). There are samples of sign-in sheets and other programs at Work Well on the Ambassador page.

- Adopt a guideline from the Policy Center at: http://www.partnersforhealthgf.org/ to use in your department. Please report to Kim ASAP. Grand Forks Public Health is trying to get 10 adopted.

- **Other idea:** Must be approved by Coordinator of Work Well

Awards:
- Each Ambassador that completed at least 4 activities and submits their End-Of-Year Checklist will receive a $10 gift card to Target.
- Each Ambassador that completed 5 or more activities and submits their End-Of-Year Checklist will receive a $20 gift card to Target.