



## COVID-19 Supervisor Resources

We understand that the pressure, worry, and fear of COVID-19 can feel overwhelming to you as a Supervisor. As your Employee Assistance Program (EAP), we want to ensure that you have access to the support and resources you need to help alleviate stress and negativity so that you and your employees can stay well physically, mentally, and emotionally.

### We Are Here For You

Remember the EAP is available 24/7 to offer support and resources to you as Supervisor. If you or an employee are having trouble coping with stress or managing feelings of anxiety that are making it difficult to function in your daily life, the EAP can help. The EAP includes telephonic consultations for supervisors, webinar based orientations, video and telephonic counseling, life-balance resources, and online tools to help you be your best at work and home during these challenging times.

### What You Can Do As a Supervisor

- **Help Reduce Anxiety.** Provide only credible sources of information to employees such as the [World Health Organization](#) or [Center for Disease Control](#).
- **Reduce Feelings Of Uncertainty.** Make sure all employees are aware of sick leave and work from home policies, and your organizations disaster preparedness plan.
- **Emphasize The Importance Of Self-Care.** Healthy people can cope better with feelings of anxiety and stress.
- **Take Time To Offer Encouragement and Emotional Support.** With so many people still working remotely it is important for managers to acknowledge stress, listen to anxieties and concerns, and empathize with their employees' challenges.
- **Create A Sense Of Community.** Provide a few minutes at the beginning of team meetings for remote social interaction.
- **Encourage People to Be Mindful of Their Emotional Wellbeing.** Remind employees that they have access to mental health and work-life resources through the EAP.