

## **EAO Newsletter- August 2023 Issue**

In the Issue of the Employee Assistance Office's Supervisor Newsletter, we are proud to introduce a new addition to our office. Sung-Min Kang, Office Manager, will speak about his past experiences and new opportunities at the EAO. In addition, we will discuss the Suicide Prevention Day, Week, and Month as well as resources for suicide prevention.

### **Sung-Min Kang, EAO Office Manager**

#### **What experiences have led you to your new role as EAO office manager?**

My experience in administration began at the College of Engineering Graduate Student Services Office, where I provided general support for the visitors and utilized ShopatUW+ to order supplies for the office. Then, I further expanded my administration experiences at the UW-Madison School of Nursing. Here, I ordered office supplies and materials through ShopatUW+, scheduled weekly and monthly meetings for the School of Nursing faculty members and staffs through using Outlook Calendar and various scheduling systems. These experiences led me to develop a strong passion in administration and become the EAO Office Manager! I am excited to further expand my previous experiences and skills to support the EAO, and its counselors and clients! In addition, I am excited to take on various tasks and projects at the EAO and collaborate with the diverse organizations, departments, and communities of the UW.

#### **What excites you most about working at the University of Wisconsin?**

I am most excited to help students, employees, and staffs of University of Wisconsin with their personal, academic, and professional success by sharing to them the campus' various support resources. I am also excited to further utilize the University of Wisconsin administrative systems such as ShopatUW+, Box, and many more systems to provide support for the Employee Assistance Office and the University of Wisconsin as a whole.

#### **What excites you most about working at the Employee Assistance Office?**

I am excited about working with the team of EAO to come up with various initiatives and ideas for helping employees and staff of the campus with obtaining happiness, safety, and satisfaction in their workplace and personal lives! I also look forward to promoting and advertising practices and strategies for maintaining and creating a healthy, inclusive, and equal workplace environment!

#### **What's one thing supervisors should know about the EAO?**

The Employee Assistance Office is here for you, confidentially. Therefore, any information that you shared with our counselors will be kept confidential and will not be released without authorization. In addition, our office provides training, webinars, and newsletters that provide quick tips on dealing with personal and workplace issues and managing the work environment. Finally, supervisors can use our office's consultations during their work time without loss of pay. Feel free to set up appointments with our counselors during your work hours!

### **Suicide Prevention Month**

We also want to highlight that September is the National Suicide Prevention Month. While you can visit this link to learn more about suicide prevention and access resources, below are some helpful dates and timeframes to remember[i]:

September is the National Suicide Prevention Month, and this is when the mental health advocates, prevention organizations, survivors, allies, and community members unite to promote suicide prevention awareness.

National Suicide Prevention Week takes place on Sunday September 10th through Saturday September 16th Sunday surrounding the World Suicide Prevention Day. It's a time to share resources and stories, as well as promote suicide prevention awareness.

World Suicide Prevention Day takes place on September 10th, and it is a time to remember those affected by suicide to raise awareness, and to focus efforts on directing treatment to those who need it most.

## Resources for Suicide Prevention

As supervisors, you and your employees have access to free, confidential mental health support, management consultation, and access to trainings opportunities geared toward suicide prevention in the workplace and beyond.

If you would like to learn more about supporting employed graduate students, faculty, and staff around suicide prevention, please reach out to our Employee Assistance Office by calling 608-263-2987 or emailing [eao@mailplus.wisc.edu](mailto:eao@mailplus.wisc.edu).

For those who need help supporting students around suicide prevention, you may visit the UHS Suicide Prevention website to access training, education, or to help a student here.

Additionally, employees and managers can access free and confidential support through our EAO partner, LifeMatters, by calling 800-634-6433 or visiting [www.mylifematters.com](http://www.mylifematters.com) Password: Bucky 1 for education and resources around suicide prevention.

If you or anyone you know is at risk for suicide and wants to talk, you may call the Suicide Prevention Lifeline by dialing 988 anytime.

[i] <https://988lifeline.org/promote-national-suicide-prevention-month/>

### Announcement:

Please note that the EAO newsletter is going on a brief hiatus for a redesign. Please let us know what you'd like to see more of or what has helped the most.

Click to learn about upcoming LifeMatters events!

Link: [https://www.empathia.com/promos/objects/2023/September2023/Presentations\\_September23.pdf](https://www.empathia.com/promos/objects/2023/September2023/Presentations_September23.pdf)

This month's promotional content includes:

Flyers:

- World Mental Health Day- October 10, 2023.
- Helping Someone Who is Struggling
- Be Safe and Smart Online
- LifeMatters Consultation Services: A Manager's Guide (Updated Version)

Posters:

- Identity Theft
- Struggling

Digital/Social Media Content:

- Digital Signage
- Infographics

Don't miss our upcoming employee and management webinars! Go to [mylifematters.com](http://mylifematters.com) and sign in with Bucky1. Webinars are located under "Quick Links."

### New Podcast Resource

Our partners at LifeMatters are excited to bring you "OnTopic" a podcast dedicated to overcoming challenges in times of uncertainty. Employee assistance counselors will be talking to industry experts from a wide variety of fields to explore the issues of the day and steps individuals and organizations can take to become more resilient. OnTopic will be released every other Wednesday. The most recent episode discussed trauma-informed care in the workplace.

You can access On Topic on iTunes, Spotify, or anywhere else you get your podcasts.