

For Official Use Only



Australian Government
**Department of Immigration
and Border Protection**

Self-care in child- related roles

SUPPORTING MATERIAL

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What is self-care?

Self-care refers to proactive steps you can take in the workplace and away from the workplace to manage the mental and physical impact work may have. Effective management means a resilient, able and high performing workforce skilled and equipped to effectively respond and adapt to workload demands.

Why do we need self-care?

Each of us has a responsibility, to care for our own mental, emotional and physical wellbeing. Managers also have a responsibility to ensure that work related stressors do not adversely affect their staff. Practising and ensuring self-care assists our workforce to deliver good client outcomes.

Preventing stress and improving wellbeing

Taking care of our emotional, physical and relational needs is essential to our wellbeing. Below are some self-care tips you may wish to keep in mind.

Physical self-care	Emotional / social / psychological self-care	Artistic / creative / spiritual self-care
Eat regularly in healthy ways	Spend time with friends and family	Give yourself quiet time for self-reflection
Exercise regularly	Express emotions	Spend time in nature
Get enough sleep	Find things that make you happy	Enjoy a hobby or try something new
Take time away from the phone, internet, email, TV	Read for pleasure	Choose activities that aren't related to work
Spend time outdoors in fresh air and natural light	Take regular breaks over the course of the year	Start a journal

Where to go for help and support

Further information on self-care can be found on the [Health and Wellbeing](#) Bordernet page.

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Services provided by the Department

Employee Assistance Programme (EAP)

The EAP, delivered by Davidson Trahaire Corpsych, provides professional and confidential counselling at no cost to staff.

Phone: 1300 360 364 (24hrs a day, 7 days a week)

Website: [Davidson Trahaire Corpsych](#)

Fit & Well Programme

The Department is committed to providing a safe and healthy work environment by offering a comprehensive fitness and wellbeing programme—the Fit & Well Programme. The purpose of the Fit & Well Programme is to improve the general health and wellbeing across the workforce, and to prepare and support staff in successfully completing the Australian Border Force (ABF) basic fitness assessment (BFA) requirements.

Website: [Fit & Well Programme](#)

Peer Support Network

Peer Support Officers (PSOs) are a network of trained workers across the Department available to provide mental health first aid to co-workers.

PSOs provide immediate support for workers experiencing the stress of day to day life or stress associated with an unexpected event. Providing mental health first aid when a worker is showing the early signs and symptoms of distress can assist the person to return to their usual performance quickly, mitigate the risk of a problem worsening or a crisis emerging.

Website: [Peer Support Network](#)

Workplace Counselling Service

The Workplace Counselling Service is committed to supporting a resilient, able and high performing workforce, skilled and equipped to effectively respond and adapt to workforce demands. It is a national service with a focus on addressing workplace issues that adversely impact on health, motivation, productivity and work satisfaction of employees and/or workplaces.

Phone: REDACTED

Email: REDACTED

Work | Life Links

Work | Life Links is an information and resource service which assists employees to balance their work and personal life commitments. Work | Life Links consultants provide employees with information and support with any type of dependent care, health and lifestyle information or service in Australia.

Phone: 1800 631 024

Email: links@familiesatwork.com