

# Employee Assistance Seminars

## General Topics

- Avoiding Job Burnout
- Conquering the Winter Blues
- Diversity: Equity & Inclusion
- Employee Orientation
- Intro to Emotional Intelligence
- Resilience and Mental Flexibility
- Suicide Prevention in the Workplace

## Communication

- Conflict Resolution
- Customer Service
- Interpersonal Effectiveness
- Plain Language and Digital Communication

## Stress/Change

- Compassion Fatigue
- Holiday Stress
- Managing Emotions Related to Workplace Reintegration
- Managing Stress and Anxiety During Uncertain Times
- Mindfulness Based Stress Reduction & Self Compassion
- Stress Management
- Time Management
- Working in a Changing Environment

## Work/Family/Life

- Coping Strategies for Caregivers
- Raising an Emotionally Intelligent Child
- Work/Life Balance

## Career Development

- Maximizing Your Vocational Potential
- Resumes/Interviewing

## Wellness

- Digital Detachment
- Eating for Mind & Body Health
- Healthy Heart, Healthy Mind
- Healthy Sleep
- Tobacco Cessation
- Wellness at Work
- Whole Body Health

## Substance Abuse

- DOT Employee Training\*
- Drug & Alcohol Awareness

## For Supervisors/Managers

- DOT Supervisor Training\*
- Managing Employees during Downsizing and Job Loss
- Manager's Guide to Compassion Fatigue
- Mental Health in the Workplace: A Manager's Role
- Reasonable Suspicion
- Supervisor/Manager Orientation
- Supporting Employees During Workplace Reintegration

## Organizational Development\*

- Mental Health Support & Response
- Mental Health Support & Response for Leaders

All topics are 1 hour in length, except where marked with an asterisk\*. Please allow 3 - 4 weeks notice for scheduling. \*Additional fees may apply. Customized training available, please contact us if you do not see something that fits your needs.

View our [EAP Toolkit](#) for a complete list and description of all our virtual support topics.

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# Thank You

**We look forward to partnering with you on your organizational training needs. For an optimal experience, please review the following.**

## **Guidelines for Training Delivery:**

- We request 3-4 weeks' notice to schedule standard EAP seminars.
- Additional time may be requested for customized content.
- Please provide confirmation of a designated employer representative to host the event.
- Provide handouts to all participants in either print or virtual form.
- A minimum attendance of ten employees for Orientations and EAP Seminars are required.
- Training hours not utilized one year may not be carried over into the following year.
- A cancellation fee will apply for seminars canceled within 24 hours of the scheduled service.
- To request a training, please contact us at: [canopywell.com/training\\_request](https://canopywell.com/training_request)

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