

About the Self-Care and Stress Management Toolkit

What Is the Self-Care and Stress Management Toolkit?

Why Is the Toolkit Important?

Who Is the Toolkit For?

How to Use the Toolkit?

What Can I Find in the Toolkit?

Who Can I Contact With Questions About the Toolkit?

What Is the Self-Care and Stress Management Toolkit?

In spring 2016, ThriveNYC met with leaders of New York City (NYC) faith- and community-based organizations to identify major mental health issues in their neighborhoods. Many voiced the need for mental health tools, skills, and resources to better support their communities. The Self-Care and Stress Management toolkit (SCSM) is a direct result of those meetings.

The SCSM toolkit is part of an online training course on self-care and stress management. The course is available in the Thrive Learning Center at nyc.gov/thrivelearning and offers information on managing the emotional, physical, behavioral, cognitive and spiritual effects of stress. The half-hour training is free and available 24/7 from any internet-connected computer or mobile device. The training is broken into three separate parts and can be completed section by section to fit your busy schedule.

THE TOOLKIT

- ✓ Learn about stress, stress management and self-care
- ✓ Access easy-to-use tools for managing stress more effectively
- ✓ Learn how to communicate with community members about stress and how to manage it
- ✓ Learn how to interact with and help people in crisis
- ✓ Enhance your own well-being

The training course and this toolkit will give you the skills you need to promote stress management and self-care in your community.

Why Is the Toolkit Important?

As leaders, staff and volunteers of community- and faith-based organizations, your work is about helping people live healthier, happier and more fulfilling lives. In helping people reach this goal, you will meet people struggling with and feeling overwhelmed by stress.

Stress is a part of life; it is our body's normal reaction to situations that require a response. Short-term stress can be good. It keeps us alert and focused, helps us overcome fear and motivates us to get things done. Stress also helps us respond to threatening or dangerous situations.

Our bodies can easily respond to small doses of sudden stress; however, our bodies are not designed to handle extreme or long-term stress. This kind of stress overworks our bodies and minds and can contribute to the development or worsening of many illnesses. Unfortunately, many people experience this type of long-lasting stress.

This toolkit will give you the skills you need to help people manage stress.

Who Is the Toolkit For?

ThriveNYC created this toolkit for the leaders, staff members and volunteers of NYC organizations and other trusted community members who are often turned to and face the mental health needs of people.

How to Use the Toolkit

The toolkit is divided into five (I-V) easy-to-navigate sections:

- I. Refreshers
- II. Tools to Help You Help Others
- III. Tools to Help You Stay Healthy and Effective
- IV. Materials to Share
- V. Additional Resources

The sections can be used together or independently depending on your needs. Clicking on a section title will provide you with a drop-down menu with subsections.

What Can I Find in the Toolkit?

☐ Refreshers

This section summarizes the modules and learning objectives for the SCSM online training course. After taking the training, use the refreshers to brush up on what you've learned. The learning objectives for the online training include:

- Defining Stress
- Identifying Sources of Stress
- Recognizing Signs of Stress
- Recognizing Signs of Something More Serious
- Engaging with Community Members
- Practicing Self-Care
- How and When to Connect Others to Resources

☐ Tools to Help You Help Others

In this section, you will find information to help you support those suffering from stress in your community.

- **Building Stress Awareness**
 - Types and Sources of Stress
 - The Health Impact of Acute and Chronic Stress
 - Signs and Symptoms of Stress
 - Age-Specific Stress Reactions
- **Discussing Stress: Pitfalls and Avoiding Them**
 - Starting the Conversation About Stress
 - The Effect of Culture on Stress
 - Discussing Risk and Resilience Factors
- **Discussing Self-Care and Motivating Others**
 - Explaining Self-Care
 - Commonly Used Self-Care Strategies
 - Building Wellness
 - Teaching Simple Strategies

- **Understanding Barriers to Seeking Help**
 - Stigma
 - Lack of Support and Resources
 - Overcoming Barriers
- **Finding Additional Help and Resources**
 - When to Suggest Seeking Professional Help
 - Recognizing the Threat of Suicide and Non-Suicidal Self-Injury
 - What to Do When a Person Is Suicidal
 - Resources: General Mental Health Support, Suicide, Substance and Alcohol Use, Physical and Emotional Abuse, Domestic Violence, Bullying, etc.

□ **Tools to Help You Stay Healthy and Effective**

Your work is often difficult. This section contains tools to help you manage work-related stress so you can remain healthy and effective.

- **You Can't Pour From an Empty Cup**
 - Burnout
 - Vicarious Trauma
 - Self-Care Strategies
 - Steps to Wellness

□ **Materials to Share**

In this section, you will find resources you can share with your community about stress, stress management and seeking professional help.

- **Handouts**
 - Worksheets
 - Checklists
 - Exercises
- **Resources by Topic**
 - Information About Stress
 - Self-Care, Resiliency and Wellness
 - Healthy Eating and Healthy Living
 - Community Resources and Programs
 - Hotlines
 - Access to Benefits Information
 - Mental Health Information and Services
 - Traumatic Stress
 - Legal or Financial Assistance

- Violence, Abuse and Neglect
- Training Opportunities
- Caregiving Resources
- Children and Teens
- Living With Chronic Illness
- Military, Veterans and Families
- People Living With Disabilities
- Immigrants and Refugees
- Seniors
- LGBTQ+
- Individuals Serving Communities
- Alcohol and Drug Use
- Suicide
- Faith-Based Resources

□ Additional Resources

In this section, you will find reports, articles and research papers about the module topics.

- **Topics:**

- Stress
- Traumatic Stress
- Violence, Abuse and Neglect
- Children and Teens
- Living With Chronic Illness
- Military, Veterans and Families
- People Living With Disabilities
- Immigrants and Refugees
- Seniors
- LGBTQ+
- Alcohol and Drug Use
- Suicide

Who Can I Contact With Questions About the Toolkit?

If you or your organization have any questions or comments about the materials in this toolkit, please contact thrivelearning@health.nyc.gov.
