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## Staff Wellness

<b>Type of Document:</b>	Policy
<b>Purpose:</b>	By implementing a wellness approach, the University wants to support and empower staff members through systems and procedures to solve problems they may experience in their personal lives and at work.
<b>Approved by:</b>	SU Council
<b>Date of Approval:</b>	2012/02/01
<b>Date of Implementation:</b>	2012/02/01
<b>Date of Next Revision:</b>	As required
<b>Date of Previous Revision(s):</b>	None
<b>Policy Owner<sup>1</sup>:</b>	Vice Rector: Social Impact, Transformation and Personnel
<b>Policy Curator<sup>2</sup>:</b>	Chief Director: Strategic Initiatives and Human Resources
<b>Keywords:</b>	Wellness
<b>Validity:</b>	In case of differences in interpretation the English version of this policy will be regarded as the valid version.

SU Policies are available at [www.sun.ac.za/policies](http://www.sun.ac.za/policies)

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<sup>1</sup> Policy Owner: Head(s) of Responsibility Centre(s) in which the policy functions.

<sup>2</sup> Policy Curator: Administrative head of the division responsible for the implementation and maintenance of the policy



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## **STAFF WELLNESS**

### **OBJECTIVE**

Stellenbosch University places a high premium on and aims to promote the wellness of its staff members at all times. By implementing a wellness approach, the University wants to support and empower staff members through systems and procedures to solve problems they may experience in their personal lives and at work.

The University is convinced that problems that are identified and referred timeously can be solved to the benefit of the staff member and the University, and believes that it will promote an organisational culture with an ethos of caring and task orientation.

### **WELLNESS APPROACH IN A SPECIFIC CONTEXT**

The wellness approach accepts and respects the principles and regulations as stipulated by relevant legislation and statutory policies, and is compelled to implement its objectives within this specific context.

Staff wellness is catered for in co-operation with established support structures, service centres and labour unions within the University, such as health care services and initiatives regarding occupational health and safety and HIV/Aids. Services of internal and external experts and professionals are employed to assist staff in times of stressful, emotional and traumatic experiences that influence their personal lives and work performance.

**REFERRAL**

The wellness function forms an integral part of the broader Human Resources client service function. The University makes use of Human Resources' practitioners and the Manager: Employee Wellness, for service delivery to the environments for which they are responsible.

Some of the services delivered include assistance to staff members and their families in times of death, traumatic experiences and terminal illness, help with dependency problems as well as counseling and stress management courses. Should staff members experience any problems, they can voluntarily contact the wellness division or be referred by line management. All cases will be treated as confidential.