



How to have a conversation as a manager with an employee who is going through a divorce or separation?

Prepare for this conversation by noting any changes have observed with your employee. Don't worry if they don't open up straight away, the aim of the conversation is to show you are there to support them. Follow up conversations could be initiated by you, or them, to talk further.

"Hi, EMPLOYEE, thanks for making time to catch up with me. I just wanted to check in to see how you are getting on at the moment? I know you are going through a separation and that can be an incredibly tough thing to contend with. I just want to touch base to see how you are going. How are you feeling at the moment? (use open ended questions to encourage a meaningful conversation)

If you haven't already, I really recommend that you get in touch with our Employee Assistance Program. Talking things through can be a real help, and they are here to help, as we all are.

Separation and divorce can be a real emotional roller coaster. There are lots of changes that happen quickly. How are you going with all of that? I've noticed that you sometimes (.....). Is there anything you need that would help you, or is there anything I can do? Do you need any time off?"

I know you are a resilient person. But if things are starting to get on top of you, please let me know. How about we touch base a little more regularly just to see how you are going. Let's catch up again (time and date)"





FURTHER INFORMATION

We encourage you to reach out to your Employee Assistance Program for further guidance.

We would like to thank Centre for Corporate Health (cfch.com.au) for their assistance in the compilation of this factsheet.



Corporate Mental Health Alliance AUSTRALIA

The Corporate Mental Health Alliance (CMHAA) is a group of Australian businesses dedicated to providing mentally healthy workplaces for their people.

FOR MORE INFORMATION PLEASE VISIT:

Website: cmhaa.org.au

LinkedIn: [Corporate Mental Health Alliance Australia](https://www.linkedin.com/company/corporate-mental-health-alliance-australia)



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