

PREPARED FOR

Manas – Center for Mental Wellness & Counselling

Building Mental Health Competency in HR Teams

Upskilling Your People Function for the Mental Health Era

Presented by Dr. Priya Dubey Sharma

Manas – Center for Mental Wellness & Counselling

UDYAM-MP-10-0120839



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Programme Overview

This programme is designed to equip HR professionals with essential knowledge and skills to navigate employee mental wellbeing effectively. It addresses the daily challenges HR teams face, offering practical tools and strategies for managing sensitive situations and fostering a supportive workplace.

Learning Objectives

- ✓ Participants will gain a foundational understanding of common mental wellbeing challenges and their impact on individuals and the workplace, enabling them to identify and respond appropriately to employee needs.
- ✓ Participants will learn strategies to protect their own wellbeing amidst demanding roles, understanding and mitigating the risks of compassion fatigue to ensure sustained effectiveness.
- ✓ Participants will develop proficiency in conducting sensitive conversations related to performance, absence, and disciplinary matters with empathy and clarity, fostering trust and constructive outcomes.
- ✓ Participants will acquire essential knowledge of Indian employment laws pertaining to mental wellbeing, ensuring compliance and ethical handling of employee concerns.
- ✓ Participants will explore methods for cultivating a psychologically safe environment within the HR function itself, promoting openness and mutual support among team members.
- ✓ Participants will be able to implement practical, evidence-based approaches to support employees experiencing mental wellbeing challenges, contributing to a healthier and more productive organizational culture.

WHO SHOULD ATTEND

This programme is essential for all HR professionals, HR Business Partners, and HRBP Managers who are responsible for employee welfare and are frequently involved in sensitive employee interactions.

Programme Content

1. Mental Health Literacy for HR

This section demystifies common mental wellbeing challenges, providing HR professionals with the essential knowledge to understand their prevalence and impact in the workplace. We will explore how factors like stress, burnout, and anxiety can affect an individual's performance and overall engagement. Crucially, this knowledge empowers HR to move beyond assumptions and offer informed support, recognizing that mental wellbeing is as vital as physical health. Understanding these nuances allows for more effective early intervention and the development of supportive policies.

 **Activity: Group discussion on common workplace stressors and initial identification strategies.**

2. The HR Professional's Wellbeing

The demanding nature of HR roles often exposes professionals to significant emotional strain, leading to compassion fatigue. This module focuses on recognizing the signs of emotional exhaustion and developing robust self-care strategies tailored for the HR context. We will discuss practical techniques for setting boundaries, managing workload effectively, and seeking peer support within the team. Prioritizing HR's own wellbeing is not a luxury but a necessity for providing consistent, empathetic support to others.

 **Activity: Paired sharing of self-care practices and boundary-setting techniques.**

3. Mental Health Sensitive Conversations

Effectively managing difficult conversations around performance, absence, or disciplinary issues requires a sensitive and informed approach, especially when mental wellbeing may be a factor. This section provides a framework for conducting these conversations with empathy, clarity, and respect, ensuring that employees feel heard and understood. We will cover active listening, empathetic communication, and how to guide conversations towards constructive solutions while maintaining professional boundaries and compliance.

 **Activity: Role-playing scenarios for conducting sensitive performance discussions.**

4. Legal Literacy: Mental Health and Employment Law in India

Navigating the legal landscape surrounding mental wellbeing in the workplace is critical for HR professionals. This section provides an overview of key Indian employment laws and regulations that intersect with mental health, including aspects of non-discrimination and reasonable accommodation. Understanding these legal obligations ensures that HR practices are compliant, fair, and protect both the employee and the organization. We will focus on practical implications and risk mitigation strategies.

 **Activity:** Q&A session on common legal queries related to mental wellbeing at work.

5. Building a Psychologically Safe HR Function

A psychologically safe environment within the HR team itself is foundational for effective support of the wider organization. This module explores how to foster a culture of trust, openness, and mutual respect among HR colleagues. We will discuss strategies for creating safe spaces for sharing challenges, providing constructive feedback, and collaborating effectively. When HR feels secure and supported, they are better equipped to extend that safety to employees across the company.

 **Activity:** Brainstorming session on creating a supportive HR team dynamic.

6. Implementing Supportive HR Practices

This final section consolidates learning by focusing on the practical application of mental wellbeing support within HR processes. We will explore how to integrate supportive elements into recruitment, onboarding, performance management, and employee assistance programmes. The aim is to embed a proactive and holistic approach to mental wellbeing, moving beyond reactive crisis management to build a truly resilient and caring workplace culture.

 **Activity:** Developing a mini-action plan for one supportive HR practice.

Action Plan

Concrete steps for implementation.

Action	Owner	Timeline	Notes
Develop a resource guide on common mental wellbeing topics for internal HR use.	HR Manager	Week 1	Compile existing company resources and identify any gaps to be addressed.
Conduct a team session on self-care and boundary setting for the HR department.	HRBP	Month 1	Incorporate practical exercises and encourage open discussion on managing stress.
Integrate a module on sensitive communication during performance reviews.	HR Business Partner	Week 2	Provide specific talking points and empathy-building techniques for managers.
Review existing HR policies for alignment with Indian employment laws regarding mental health.	HR Compliance Lead	Month 1	Consult with legal counsel if necessary to ensure full compliance.
Establish a peer support system or regular check-in mechanism within the HR team.	HR Director	Month 2	Define guidelines for confidentiality and respectful feedback within the team.
Develop a simple framework for identifying and escalating employee wellbeing concerns.	Leadership	Quarter 1	Outline clear referral pathways to internal or external support services.

About Manas



Dr. Priya Dubey Sharma

Founder & Consulting Psychologist | Applied, Organizational & Behavioural Psychologist | PhD | 18+ Years

Dr. Priya Dubey Sharma brings 18+ years of applied psychology to corporate wellness. She has worked with SBI, educational institutions, and corporate teams across India. Her evidence-based approach combines CBT, mindfulness, and culturally contextualised psychology for measurable outcomes. She is the creator of the Performance FOMO Index™ and the High-Functioning Distress Framework™.

Manas – Center for Mental Wellness & Counselling

A MSME-registered organisation dedicated to evidence-based mental wellness.

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Disclaimer: This document has been prepared by Dr. Priya Dubey Sharma – Founder & Consulting Psychologist (Applied, Organizational & Behavioural Psychologist, PhD, 18+ years), Manas – Center for Mental Wellness & Counselling (UDYAM-MP-10-0120839). Content is for programme overview and educational purposes only. Nothing herein constitutes legal advice regarding POSH Act compliance – organisations should consult qualified legal counsel for specific legal guidance. For clinical or psychological support, please reach out to the Manas Team for personalised guidance, or consult a qualified Psychiatrist or licensed mental health professional. © 2026 Manas – Center for Mental Wellness & Counselling. All rights reserved. Confidential – prepared specifically for the named organisation. For queries: manu@manas365.com | +91 99818 13224 This document does not constitute a legal instrument and carries no legal standing or admissibility in any court of law or official proceeding.