

PREPARED FOR

Manas – Center for Mental Wellness & Counselling

Employee Financial Wellness During Life Transitions

Supporting Staff Through Divorce, Bereavement, and Major Life Changes

Presented by Dr. Priya Dubey Sharma

Manas – Center for Mental Wellness & Counselling

UDYAM-MP-10-0120839



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Programme Overview

Major life events like divorce, bereavement, or serious illness often bring significant financial and practical challenges that can amplify emotional distress. This programme equips HR professionals and managers with the knowledge and skills to proactively support employees during these critical periods, fostering a more compassionate and productive workplace.

Learning Objectives

- ✓ Understand the profound impact of financial and practical stressors during life transitions on an employee's focus and productivity, enabling you to identify and address these issues with empathy.
- ✓ Identify existing company benefits and resources that can be leveraged to provide tangible support to employees navigating personal crises, ensuring no eligible support is overlooked.
- ✓ Develop a framework for discussing and implementing flexible working arrangements that accommodate employees' changing needs during transitions, promoting work-life integration.
- ✓ Learn effective methods for signposting employees to crucial external resources, including legal, financial advisory, and mental wellness services, to provide comprehensive support.
- ✓ Master the art of maintaining sensitive and supportive communication with employees during difficult times, respecting boundaries while offering genuine assistance.


WHO SHOULD ATTEND

This programme is designed for Human Resources professionals, Benefits Team members, and Senior Managers who are responsible for employee welfare and support within their organisations.

Programme Content

1. How Financial Stress During Life Transitions Affects Work

Life transitions, such as divorce or serious illness, often introduce unforeseen financial pressures and practical complexities. These stressors can significantly impair an employee's concentration, energy levels, and overall engagement at work, leading to decreased productivity and potential errors. Recognizing the signs of financial strain and understanding its ripple effects is the first step in providing effective support. This module will explore the psychological impact of financial worries and offer practical indicators for managers to observe.

 **Activity: Small group discussion: Share anonymized examples of how personal stress has impacted work performance.**

2. What Benefits Are Available to Employees During Transitions

Organisations often have a suite of benefits that can be invaluable during times of personal upheaval, yet employees may not be aware of them or know how to access them. This section will guide you through a comprehensive review of common employee benefits, such as health insurance, employee assistance programs (EAPs), leave policies, and financial wellness resources. We will discuss how to effectively communicate these benefits to ensure employees can leverage them when they need them most, providing a crucial safety net.

 **Activity: Interactive quiz: Matching benefits to common transition scenarios.**

3. Flexible Working Arrangements – A Practical Framework

The traditional 9-to-5 model may not be sustainable for employees facing significant life changes. Implementing flexible working arrangements, such as adjusted hours, remote work options, or compressed workweeks, can offer much-needed breathing room. This module provides a practical framework for assessing requests, setting clear expectations, and managing flexible work arrangements to ensure both employee support and business continuity. We will explore successful case studies and address potential challenges.

 **Activity: Role-playing exercise: Responding to an employee's request for flexible work.**

4. Signposting to External Support – Legal, Financial, Counselling

While internal resources are vital, employees often require specialized external assistance during major life transitions. This section focuses on developing a reliable network of external support services. We will cover how to identify reputable legal advisors, financial planners, and mental wellness professionals, and how to create clear, accessible referral pathways for employees. Providing accurate signposting empowers employees to seek the specific help they need, ensuring comprehensive care.

 **Activity: Group activity: Compile a list of local and national support resources.**

5. Keeping Communication Human Without Overstepping

Communicating with empathy and sensitivity is paramount when supporting employees through difficult personal circumstances. This module addresses the nuances of having compassionate conversations, offering support without intruding on privacy, and maintaining professional boundaries. We will explore active listening techniques, empathetic language, and strategies for creating a safe space for employees to share their needs. The goal is to foster trust and demonstrate genuine care, reinforcing a supportive organisational culture.

 **Activity: Paired listening practice: Applying empathetic communication techniques.**

6. Building a Culture of Proactive Support

Creating an environment where employees feel safe and supported during life transitions requires a proactive and integrated approach. This section will consolidate the learnings from previous modules to outline strategies for embedding support mechanisms into the organisational fabric. We will discuss the role of leadership in championing these initiatives, the importance of ongoing training, and how to regularly review and update support policies. Building this culture ensures that employees know where to turn, fostering resilience and loyalty.

 **Activity: Brainstorming session: Ideas for embedding proactive support into company policies.**

Action Plan

Concrete steps for implementation.

Action	Owner	Timeline	Notes
Review and update existing employee assistance programme (EAP) information and promote its services.	HR	Week 1	Ensure EAP provider details and service offerings are clearly communicated to all employees via internal newsletters and the company intranet.
Develop a comprehensive guide on available company benefits relevant to life transitions.	HR	Month 1	Include information on leave policies, health coverage, and any financial assistance schemes, making it easily accessible on the company portal.
Conduct a pilot session for managers on empathetic communication and signposting.	HR/Training Department	Week 2	Focus on practical scenarios and role-playing to build confidence in handling sensitive employee conversations.
Create a curated list of external legal and financial advisory resources.	HR	Month 1	Vet and compile a list of reputable external service providers that employees can be referred to, maintaining confidentiality.
Communicate policy on flexible working arrangements and the process for requesting them.	HR/Management	Month 2	Clearly outline eligibility criteria, application procedures, and management responsibilities for flexible work requests.
Establish a feedback mechanism to assess the effectiveness of support provisions.	Leadership	Quarter 1	Implement anonymous surveys or focus groups to gather employee input on the utility and accessibility of 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™.

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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