

Appendix “B”

MAUREEN GRACE

Exploring the New Standard: Psychological Safety in the Workplace using Joint Workplace Health and Safety Committees Knowledge Transfer and Exchange

KTE Goals:

1. Train RRC Health & Safety Committee, Wellness Committee, Adv Committee, union advocates in the New Standard and project

- : share information about the New standard to RRC employees
- : share information about the project to RRC staff
- : share results of assessment survey with RRC staff
- : share strategies for improvement with RRC staff
- : share results of evaluation and ongoing plans with RRC staff

2. Work with RRC champions to prepare workshops/presentations for conferences and facilitate those sessions at public forums, private educational events, and to students in the Occupational Health and Safety Certificate Program at RRC.

Articles will be written for newsletters and health agency magazines (eg. Canadian Nurse).

Submissions will be prepared for conferences and proposals to organizations such as Chamber of Commerce, HRMAM, QNET, MCCA, Volunteer Manitoba, and MFL to speak at their educational events to promote Psychological Safety in the Workplace and RRC's journey.

3. Work with RRC champions to prepare a step by step guide sharing our journey, how our project took shape, and lessons learned. This could be available online and in the prepared resource list in our presentations and posted on the Environmental Health and Safety and Wellness blogs/microsites at RRC.

Main message

1. 13 Factors of Psychological Safety
2. Benefits of a Psychologically Safe Workplace
3. RRC's journey, successes and challenges, lessons learned
4. The role of the H&S Comm.
5. Tips

Target Audience

RRC Committees, staff, students of RRC's Occupational Health and Safety Certificate Program, Health and Safety Organizations, Safe Work Manitoba, WCB, Unions, Health Agencies, Professional Associations, Business Organizations, Mental Health Partners

KTE strategies and how to implement

1. Solicit interested RRC staff to train as presenters
2. Prepare a presentation/workshop and train volunteers
3. Add speaker notes to Psychological Safety presentation used at the College to train employees, for Red River College's trainers/ Committee members to use once project is over.

4. Develop a generic application letter to send to above agencies proposing our presentation at their event
5. Search upcoming events, network with the Health and Safety Community, and engage the Advisory Committee to promote our project
6. Send out proposals
7. Schedule trainers as requests are made
8. Place step by step guide and lessons learned in RRC blogs/microsites

When to engage:

1. RRC Committees immediately and ongoing
2. RRC Occupational Health and Safety Certificate Program fall 2016
3. WCB, MB Psych Safety Adv Group ongoing
4. Outside agencies as project progresses, proposals to be sent out winter 2017
 - Professional associations: MCCA, IPAM, CRNM, Chamber of Commerce, Volunteer MB
5. Safe Work Conference fall 2017 – apply winter/spring 2017
6. Occupational Health Nurses Interest Group spring/fall 2017
7. Local Unions and MFL spring/fall 2017
8. MFL Occupational Health Centre spring/fall 2017
9. Other educational facilities – Uof M, U of W fall 2017
10. Apply to speak at conferences/educational events in the 2nd year of the project
11. IPAM – breakfast session 2017 conference Nov. 2016/17
12. QNET Conference May 2017, workshop fall 2017
13. HRMAM workshop fall 2017
14. MFL Health and Safety Conference Oct. 2017
15. National Construction Safety Officers Conf. Oct 2016/17

Impact:

When organizations decide to explore the New Standard or engage the Joint Workplace Health & Safety Committee in looking at the 13 Factors of Psychological Safety, then we've made an impact. When we've been asked to speak at meetings, conferences and outside organizations, we know we've sparked interest in Psychological Safety in the Workplace. The New Standard and this project could become a part of the Occupational Health and Safety Certificate Program at RRC .

Numbers:

2-4 conferences, reach 8-10 different organizations, 3-4 meetings/interest groups, total 200-400 people

Resources required

Personnel from RRC who are willing and able to speak and plan a presentation, presentation materials (computer, stick, projector, rooms), partners who will promote and help share our message, including the Advisory Committee and their contacts.