

Mental Health & Performance Intelligence

Mental Health Literacy for TAREWU



Participant Handouts

TAREWU

Issued 26 August 2026

Mental Health & Performance Intelligence

"Mental health affects every person in this room — and every result this institution produces."

Session covers:

- What mental health is — and what it is not
- Common conditions and how they appear at work
- Understanding substance use disorders — focus on alcohol
- Taking care of yourself and supporting a colleague
- Where to go for help — within TAREWU and through external support

This is a safe, non-judgemental space. Participation is encouraged — never forced.

What Is Mental Health?

Good Mental Health Means:

- Positive about life — generally
- Managing stress — without it overwhelming
- Healthy relationships
- Contributing productively
- Recovering from setbacks over time

Mental Health Is NOT:

- A sign of weakness
- Only for 'troubled' people
- Permanent — people recover
- Visible — many struggle silently
- Something to be ashamed of

Just as physical health fluctuates — so does mental health. We all experience difficult periods.

Common Mental Health Conditions

Depression	Persistent sadness. Loss of interest. Low energy. Poor concentration. Not just 'feeling sad'.
Anxiety	Excessive, persistent worry. Racing heart. Tension. Avoidance.
Stress & Burnout	Chronic overload. Emotional exhaustion. Detachment from work. Feeling ineffective despite effort.
Post-Traumatic Stress	After a traumatic event — flashbacks, hypervigilance, avoidance.
Substance Use Disorders	Harmful use of alcohol or substances as a coping mechanism. More in Module 2.

All of these conditions are treatable. With the right support, people recover and live full, productive lives.

Recognising When You Are Struggling

Signs that you may need support:

- Persistent low mood — more than two weeks
- Sleep difficulties — too much or too little
- Overwhelmed by tasks that used to be manageable
- Withdrawing from people
- Using alcohol or substances to cope
- Feeling things will never improve
- Frequent unexplained physical complaints

There is no shame in struggling. There is great strength in asking for help.

Self-Care — Practical Tools

Physical & Social

- Sleep: 7–8 hours — consistently
- Move: 20-min walk — every day
- Limit alcohol — more in Module 2
- Maintain connections — loneliness worsens everything
- Set healthy boundaries at work and home

Mental & At Work

- Name your emotions — it reduces their intensity
- Breathe: pause, breathe, notice — before reacting
- Take your lunch break — away from screen
- Speak up if workload is unmanageable
- Ask for help before pressure becomes crisis

Module 1 Summary

1. Mental health affects all of us — it is not a sign of weakness
2. Common conditions include depression, anxiety, burnout, and substance use
3. Self-awareness is the first tool — recognising signs in yourself
4. Self-care is not a luxury — it is essential maintenance

Coming Up — Module 2: Substance Use Disorder Awareness

Substance Use Disorder Awareness & Prevention



Understanding Substance Use Disorders

A substance use disorder is a medical condition — not a moral failing.

Alcohol Use Disorder	Most common SUD in workplace settings. Ranges from harmful use to full dependency.
Harmful Use	Causing physical or psychological harm — not yet dependent.
Dependency	Strong craving, loss of control, physical withdrawal symptoms when stopping.
Binge Drinking	Large quantities in a short period — high-risk even without daily use.

"In high-performance environments, alcohol is often used as a coping tool — not a social tool."

"High-functioning professionals are often the last to be identified — because performance hides the problem."

Alcohol in the Workplace — Signs & Impact

Signs in a Colleague:

- Frequent Monday absences
- Smell of alcohol — working hours
- Mood swings, erratic behaviour
- Declining work quality
- Excessive denial when concerned
- Secrecy about after-work activities

Impact on the Institution:

- Increased errors — accident risk
- Team tension and burden on colleagues
- Damaged client relationships
- Reputational risk
- Ultimately — a person in crisis needing help

Your role: notice, express care, and signpost support — not diagnose or police.

Prevention Strategies

Primary Prevention	Awareness, education, workplace culture that does not normalise excessive drinking
Secondary Prevention	Early identification — know the signs, speak up early when concerned
Tertiary Prevention	Confidential support, treatment, structured return-to-work after recovery

Individual actions:

- Know your own relationship with alcohol — are you using it to cope?
- Do not pressure colleagues to drink at social events
- If concerned about a colleague: speak to HR or EAP — not directly intervene

How to Support a Colleague

Observe	Specific factual behaviours — not assumptions. What did you actually see or hear?
Choose the right moment	Private, calm, one-to-one. Never in front of others.
Express care — not accusation	'I noticed you seem under pressure lately and wanted to check in.'
Listen	Give space to respond. Do not press if they are not ready.
Signpost	'There is a confidential service — I can share the details.'
Respect their choice	You open the door. They decide when to walk through it.

If you believe a colleague is in immediate danger: contact HR or a manager immediately.

Module 2 Summary

1. Substance use disorders are medical conditions — not moral failures
2. Alcohol use disorders are the most common in workplace settings
3. In high-performance environments, alcohol is often a coping tool — recognise this
4. Prevention is everyone's responsibility
5. Express care — do not accuse

5-minute comfort break — return at [time]

Seeking & Offering Support



You Are Not Alone — Support Is Available

Employee Assistance Programme (EAP)	Free, confidential — 6–8 sessions/year. Mental health, financial, family, legal.
HR Department	Formal concerns, adjustments, and mental health leave.
Your Line Manager	Trained in this programme to listen and refer you to appropriate support.
Occupational Health	Clinical assessment and return-to-work planning.
BodyMind Insights	+255 (0) 769 467 777 info@bodymindinsights.co.tz
EAP Availability	Confidential support for TAREWU members

Accessing support is a sign of strength — not weakness.

How to Access the EAP

1. Call or WhatsApp: +255 769 467 777
2. No referral needed — you self-refer at any time
3. Matched with a counsellor as soon as practicable
4. Sessions are virtual or by phone — completely confidential
5. Your employer only receives anonymised group data — never individual details

Save the EAP number in your phone: +255 769 467 777

Peer Support — Being There for Each Other

"Being a good colleague is not about having the right answers. It is about showing up."

Three things anyone can do:

1. Check in genuinely — 'How are you really doing?' — and mean it
2. Listen without fixing — be present, not a problem-solver
3. Signpost — share EAP details without pressure

What to avoid:

- Sharing without permission
- Advice you are not qualified to give
- Taking on their burden as your own — know your limits

Your Commitment — Starting Today

"What you do after this session matters more than what you heard today."

Three things we hope you take away:

1. Mental health matters — yours, your colleagues', your family's
2. Help is available — the EAP is free, confidential, and ready now
3. You have a role — one genuine check-in can change someone's day

Your personal commitment:

- One self-care action this week
- One colleague you will genuinely check in on in the next 3 days
- EAP number saved in your phone — before you leave today

"People will forget this session — but they will never forget how you made them feel when they were struggling."

*BodyMind Insights remains available to support TAREWU
in translating this into measurable workplace outcomes.*



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