

The 'Jazz Up Your Day' Initiative

with Helen & Christian

This Presentation will explain:

- The reason behind the Jazz Up Your Day sessions
- The urgency for planning, developing and implementing the session
- The evidence of impact for the participants
- Conclusion and way forward

1. Demonstrates a clear relationship with identified staff, academic or organisational development needs

Jazz Up Your Day is a course open to any member of staff. Its purpose is to support our lovely colleagues through lockdown. The content was created in response to needs identified in Quality of Working Life Survey and feedback from other wellbeing courses. It focuses on key areas including sleep, exercise and motivation. Jazz Up Your Day is part of our wellbeing theme which is aligned to our People First Strategy.

Jazz Up Your day Timeline





Aware of the pandemic approaching, our team established "Project Cobra" which enabled us to consider how lockdown could impact staff.

This strategic approach put us in a strong leadership position, able to respond promptly to the needs of colleagues. We utilised PESTLE to create a framework, from which to work. This meant we were agile and could adapt to the changing circumstances.

2. Provides a significant contribution to developing excellent practice.

In just six weeks we designed a structure and initial content for each Jazz Up Your Day session. We focused on academic theory and the latest research, building an accessible, practical and fun session around each topic.



Working from home successfully



Keeping healthy in lockdown



Incorporating exercise



Happiness workshop



Motivating yourself



We knew from our initial research that participants would respond to something that was current, including practical tools and techniques that could be incorporated into daily working practices immediately. We aimed to deliver a lighthearted session, with lots of laughter, and participants responded positively. We used Zoom to deliver the sessions, and the break-out rooms were very well received. We posed questions to stimulate discussion and provided a space for reflection and action planning. We made sure our slides were simple, clear and used photographs to garner a positive emotional response.

At the heart of Jazz Up Your Day were our values, which guided our work. Every tip we gave, we had had a go out ourselves. Each session lasted for 45 minutes, and we decided to limit places on Jazz Up Your Day to twelve people.

The impact of this approach was that people looked forward to learning, and to being with people outside of their team. They participated fully in the discussions and were open and honest because they trusted us.



At the heart of what we do are our values. These helped guide us and the participants. We were able to use them to measure our behavior too:

1. Care – for the people we work with
2. Capable – ensuring people feel they can achieve
3. Courage – helping people feel brave
4. Count – making sure everyone is valued

Although the course is rooted in current research, and the latest theory, we focused on fun, practical tips and sparkle to attract our participants. This approach clearly worked and waiting lists filled in record time:

"Float around in a haze of feeling good as Christian and I rummage through our drawers of practical tips, positivity and magical mayhem"

"This training will have you adding sparkle and razzle dazzle to your working day"

"Join us as we polish our hooves and trot off with our tools , tactics, discussion and fun"



3. Shows evidence of collaboration either within or external to the institution.

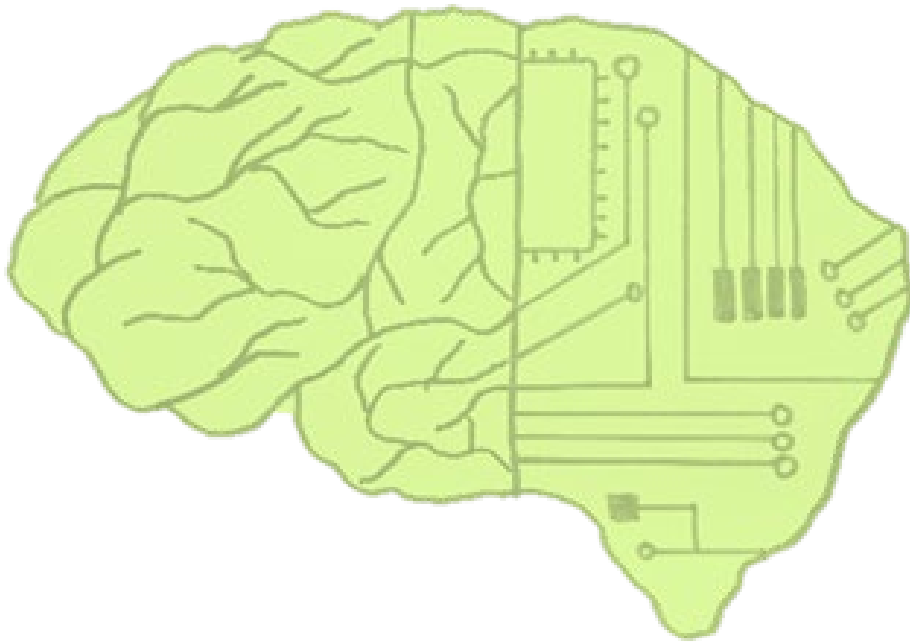
Collaborators – bespoke sessions

We worked with people who we trusted and knew shared our values. This helped us to respond quickly to specific, individual needs of participants. Our collaborators included Jermaine Akins, an expert in Strength and Conditioning, heart health and mental wellness at the NHS, and David Porter, a nutritionist and MSc graduate from the University. In response to requests we included topics such as bone density, stretching exercises, and a flexitarian diet.

Fancy a stretch? Click on Jermaine and enjoy moving!



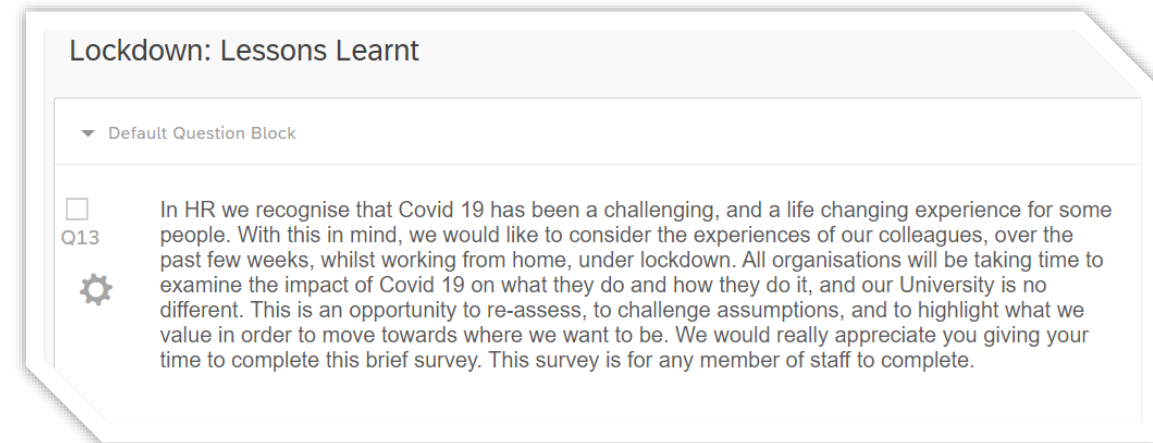
4. Shows quantitative and/or qualitative evidence of impact.



- Using Kirkpatrick's model we gathered feedback from each participant
- We used this feedback to tweak Jazz Up Your Day for delivery to future cohorts
e.g. including a session on how to have a better night's Sleep and another on Change – from a neuroscience perspective

Evaluation lead to...

- Additional session called 'Bostin Tea Party' created as people wanted to stay connected with their cohorts
- Creation of a cross university survey called 'Lessons from Lockdown'
- Future sessions extended to 1 hour to include more time for questions & sharing experiences



Evaluation & Impact - 3 month follow up

What has changed or what are you doing differently as a result of attending the training?

Session follow-up evaluation: What has changed or what are you doing differently as a result of attending the training?

Taking each day as it comes and trying to walk more

Attending zoom pilates session and aware of the need to keep healthy and positive while working remotely.

I structure my working from home day differently which helps greatly with motivation.

I used the 'what the brain likes in times of change' information as part of a Webinar to new students. I thought the information about looking for areas of similarity / what remains the same was an important message to give to students in terms of being new to university and new to university during a pandemic. They were given some reflection time to think about what remains the same and to think about what things they could bring forwards into their university life which works well for them now. I think this information will be useful to use with students going forwards if they are struggling with change. Whilst I feel I've coped well with the changes regarding Covid, I feel it will be useful to think about any future difficult changes in terms of the information we discussed.

I am continuing to be proactive and being mindful of others around me and look at their perspectives. I ask questions if I don't understand, and listen to ensure that everyone is considered before any new changes are implemented

← wider impact for students

The impact on the Jazz Up Your Day sessions was recognised externally in the CSE surveillance review in July 2020 after interviewing colleagues from across the University. An extract from the report is below:

Compliance plus

During the surveillance 1 assessment, several examples were provided to the Assessor where the University of Huddersfield Human Resources Group had gone beyond the CSE standard, had provided exemplary service and also shown evidence of exceptional service. The examples included:

- Enhance use of technology to receive and act upon feedback
- Development of key learning outcomes for away days, using surveys, interviews and innovation
- 'Jazz up you day'. An excellent innovative way of supporting staff through transition during Covid 19

experience. The use of 'Jazz Up Your Day' which is a series of 6 online sessions was implemented in order to help colleagues' well-being during Lockdown. This support had really gone down well with staff and there were several tangential benefits in terms of:

- Setting realistic expectations of what working from home means
- Assisting with exercise
- Enhanced dietary information
- Tips on how to enhance the working environment and overall day

5. Demonstrates a measurable return on investment/expectation (financial or otherwise).

Testimonial & Net Promotor Score

Longer term impact:

Since the workshops finished, I set aside an hour a week to focus on me and to go back and revisit some of the tips I learned from the workshops.

My sleep has improved as I now go to bed and get up at the same time every day. I remember to do exercises at my desk to stretch my body and that makes me feel better.

I also met a number of lovely staff members, most of whom I didn't know from other parts of the university and learned a lot from other people's ideas that I hadn't thought of myself. I would recommend these workshops to anyone – even if you are getting along fine working at home as I am things can always be improved and others have lots of ideas that can be shared.

The Jazz up your Day set of training sessions really kept me going through the weeks of lockdown. The excellent training by Christian and Helen was done in a very light-hearted way that allowed you to escape the routine of your day and bring a very much needed bit of light relief. The tips given during these sessions helped me to effectively work from home. The tips that were particularly helpful were about how to structure your day, to know your peak performance time, and building a block approach to your day, not moving onto the next bit of work until you finish the task you are working on. Also the recommendation of taking regularly breaks has helped me to be more productive.

I can't tell you how much the jazz sessions helped during the first lockdown and I keep referring to the tips when I need to remind myself of keeping going. Your humour and obvious teamwork were a joy.

We used a Net Promoter Score (NPS)... but what is it?

- Simple method of evaluating Level 1 & 2 of Kirkpatrick's model
- Three groups; Promoters (9 - 10), Passives (7 - 8) or Detractors (1 - 6).
- Promoters are viewed as valuable assets that drive the reputation and success of a company
- Positive Ratings: 60 % + NPS
- 95% of the JUJD sessions got 100% (*this is a very rare phenomenon & suggests that 100% of participant would recommend this course*)



6. Offers transferable learning for other organisations.

Resources already shared include:

- Stay at Home Bingo (LinkedIn)
- Change, Sleep, Motivation articles (Uni website)
- Course materials (MMU MSc Leadership peers)

Future Sharing:

- A possible guide to deliver and sharing of the PowerPoints

7. Gives evidence of innovating practice with or without the use of technological developments

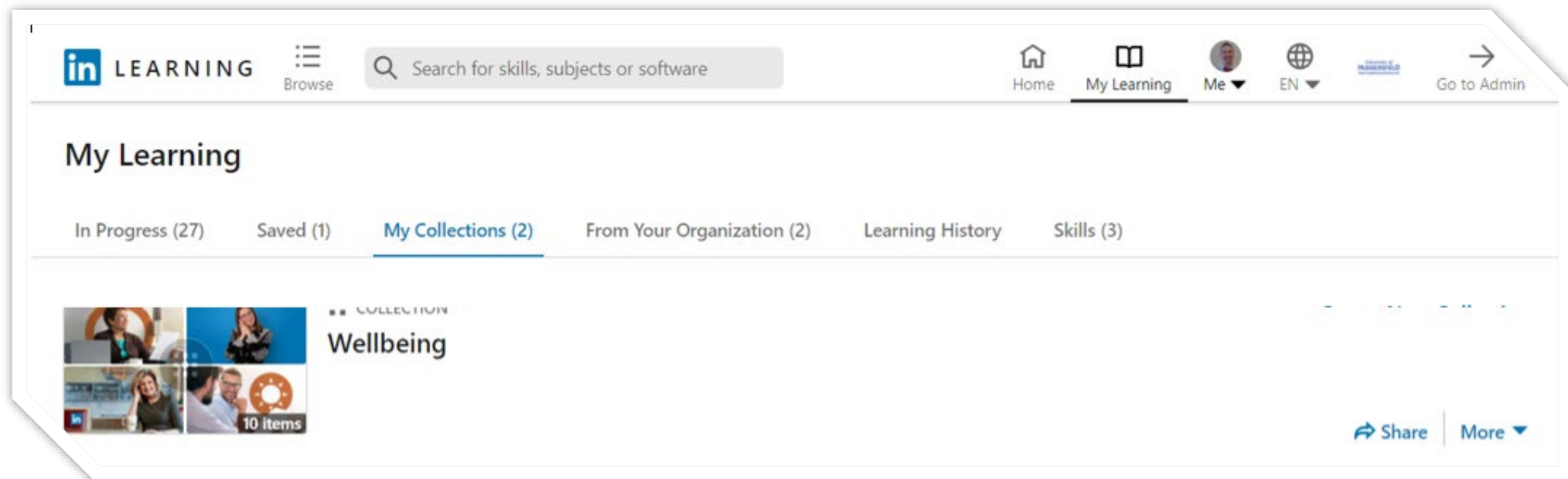
- Moving online using Zoom which we had never used before & using the breakout feature
- Building in the most up to date findings about life in lockdown from companies such as RobertsonCooper & Greater Good Science Centre
- Including a Neuroscience perspective on what the brain needs during times of change

- After each session we sent the PP presentation with our notes, plus links to additional resources. This is because we wanted to share the knowledge and research - rather than be gatekeepers.
- We are proud to say that we have been able to offer additional care to colleagues outside of the programme if they were really struggling. This has been through one-to-one coaching.



More added value...

In addition to the resources we send after each session, we now have LinkedIn Learning courses and resources that all University colleagues can access. We have also curated an array of external publications which can be found on the University's Brightspace pages



What's next? The futures bright, the futures...

- Jazz Up Your Day has led us to begin work on a new wellbeing programme, with gut health at its core – very current and relevant.
- We have also "flipped" the content of Jazz Up Your Day (JUYD) and created a course for our University managers called, "How to Manage a Remote Team". Here we reiterate what we say in JUYD to managers. An example of this is where we give managers permission to focus on outcomes, rather than presenteeism. This way people across the University receive the same wellbeing messages, which will increase the quality of life of all our staff.
- We are planning our first ever Jazz Up Your Day podcast (*due to popular demand*)



Teaching
Excellence
Framework



HEA
Global **Teaching
Excellence** Award



We feel so grateful to have been part of Jazz Up Your Day – it's been a joy!

We couldn't have done it without our team or without our wonderful participants.

We have been asked for a reunion party and are currently designing T shirts and a theme tune!

Thanks you for taking the time to read this presentation.

Christian and Helen.