SERVICE REQUEST GUIDELINES:

- All requests must be submitted 4-6 weeks in advance
- The minimum number of employees required for all requests is 10
- Requests are fulfilled based on staff and/or vendor availability
- The Employee Wellness Division reserves the right to limit the number of services per requesting department
- All cancellations must be made within 2 weeks of the confirmed service date
- There is no guarantee of service if requests are modified 4 weeks prior to the confirmed service date

STEPS TO REQUEST:

1. Review the guidelines
2. Select from the Menu of Services
3. Visit our website to submit your request

CONTACT US

408-678-2310
wellness@ewd.sccgov.org
www.sccgov.org/wellness
The Employee Wellness Division provides services to individual departments for their staff meetings or day-away retreats. Services are provided in-person or virtually for County of Santa Clara employees only. Please read the Service Request Guidelines before submitting a request.

**EVENT/STAFF DAY-AWAY SUPPORT**

We can support your event by:

- Setting up an information table to provide health education
- Leading an activity at your event such as a group stretch break

**DIVISION OVERVIEW**

One of our team members presents a 15-20 minute overview of the Employee Wellness Division and the many services and programs we provide to County employees.

**WORKSHOPS**

**HEALTH PROMOTION**

Our health promotion workshops address various topics to foster health and well-being. Each workshop is **45-60 minutes in length** and can be provided in-person or virtually. In-person workshops are provided indoors only and require a power source.

**EMOTIONAL HEALTH/WELL-BEING**

- Laughter as Medicine
- Stress Busters: Practice Skills to De-Stress Your Life
- Meditation
- Gratitude
- Brain Fitness

**HEALTHY LIFESTYLE**

- Sleep Your Way to Better Health
- Desk Workers – Staying Active While Working at Desk
- Back Care
- Fitting It In! – Tips to be a Regular Exerciser
- Healthy Habits

**NUTRITION**

- Are you REALLY Hungry? Eating Mindfully
- Smart Eating

Topics subject to change based on instructor availability. Don't see the class you were looking for? Contact us.

**EVENTS & MEETINGS SUPPORT**

We can support your event by:

- Setting up an information table to provide health education
- Leading an activity at your event such as a group stretch break

**FITNESS CLASSES**

**PHYSICAL ACTIVITY**

Each of the following classes range from **30-60 minutes in length**. Activities can be provided indoors, outdoors or virtually.

- Dance Fitness (Zumba, Dance Fusion, U-Jam)
- Cardio Kickboxing
- Body Weight Strength
- Stretching ★
- Stretch & Release -Standing (Gentle Yoga Poses)
- Tai Chi

★: Available for 15-30 min. in length

**PHYSICAL ACTIVITY**

- Dance Fitness (Zumba, Dance Fusion, U-Jam)
- Cardio Kickboxing
- Body Weight Strength
- Stretching ★
- Stretch & Release -Standing (Gentle Yoga Poses)
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