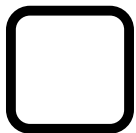


Kick Start Your Role as a WorkWell NYC Executive Wellness Sponsor

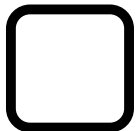
WorkWell NYC Executive Wellness Sponsors support the health and wellness of City employees. You hold a pivotal role in providing and cultivating visible leadership support that models the way for staff to prioritize wellness at work.

Use the **checklist** below to complete the following nine (9) steps in the next six (6) months:



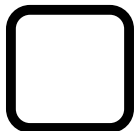
1. Enroll as an Executive Wellness Sponsor (EWS) and Attend a Virtual Onboarding Meeting.

Respond to your EWS welcome email or reach out directly to ambonu@olr.nyc.gov to schedule a meeting to learn about WorkWell NYC and the EWS Program.



2. Review the Executive Wellness Sponsor Website

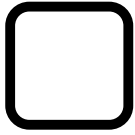
Learn about your role and responsibilities, and the various resources to help you thrive in your role.



3. Recruit or Meet with Your Team

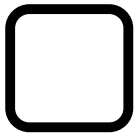
- Ambassadors are the staff who do the heavy lifting of planning and implementing programming
 - [Click here](#) to find the Ambassador at your agency
 - Click [link to recruit](#)
- Champions are the Influencers, they get the word out about and support programming.
 - Email ebonie.brown@olr.nyc.gov to request list of Champions
 - Click link to [recruit](#)
- Meet with your wellness team about the wellness program.

Kick Start Your Role as a WorkWell NYC Executive Wellness Sponsor



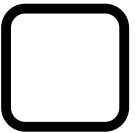
4. Form your agency Wellness Committee

Invite all levels of the organization to meet regularly to identify needs and plan programming. Check out pg. 4 in the [Wellness that Works Toolkit](#) for steps to create your committee.



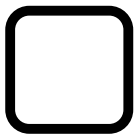
5. Build your agency wellness program

Take a look at the [Culture of Health](#) document to learn the fundamental principles of creating a healthy workplace and choose two elements to strengthen in the next 6 months.



6. Complete the WWNY [Culture of Health Planning tool](#)

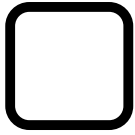
It is designed to help City agencies create action plans for their wellness programs and to implement key strategies to improve the health and well-being of your employees.



7. Host WorkWell NYC 101 at your agency

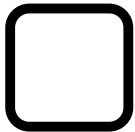
The workshop will provide staff with an overview of the importance of wellness and the resources available through WorkWell NYC. Or get started by sharing the 2minute [WorkWell NYC video](#) at staff meetings, and adding it to your intranet.

Kick Start Your Role as a WorkWell NYC Executive Wellness Sponsor



8. Review the Ambassador Newsletter

Promote monthly WorkWell NYC events from the Ambassador Newsletter. Search "ambassador updates" in your inbox to easily find it. Upcoming events can also be found [here](#).



9. Embrace your role as an Executive Wellness Sponsor.

WorkWell NYC acknowledges the crucial role Executive Leadership plays in sustaining and fostering employee wellness throughout New York City government. We hope you will:

- communicate the agency's wellness vision
- allocate resources
- remove obstacles
- advocate for change
- monitor progress in building a [Culture of Health](#) within your agency

Connect + Explore



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outreach@olr.nyc.gov



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