Where can I get more information or help?

Seeking advice will depend upon the situation and the person involved. Your options include:

**Discussing the matter with your manager**
- if the problem is being caused by workloads or other organisational demands
- if you are personally involved in the issue, for example if there is conflict.

**Referring the person to the Employee Assistance Program**
- where the problem is personal or interpersonal rather than organisational.

**Seeking coaching advice through Human Resources Partner**
- where you want advice or guidance in dealing with difficult interpersonal situations involving either individual staff members or a team as a whole.

**Discussing the matter with your Workplace Relations Consultant**
- for technical advice on leave or disciplinary matters
- for assistance in dealing with grievances or other EBA matters.

**Seeking advice through Human Resources Partner**
- where you need a sounding board to discuss strategies
- where you need advice on resources available to help you in resolving the matter.

**Discussing the matter with the Equity and Diversity Unit or Health, Wellbeing and Safety**
- where there is a disability issue or reasonable accommodation is being considered.

**Discussing the matter with the Health Wellbeing and Safety in Human Resources**
- where there may be particular difficulties in dealing with individual staff members
- where the situation is or may turn into a WorkCover claim.

**Discussing the matter with the person’s co-workers**
- in general DO NOT seek advice on how to manage the situation from co-workers – you risk complicating or worsening the situation
- do listen to information or unsolicited advice that comes from co-workers but judge it critically.

Other information can be obtained from WorkSafe Victoria, Human Resources, the Division of Student Life or the Equity and Diversity Unit
- [Health, Wellbeing and Safety website](#)
- Human Resources websites: [Balancing Work Family and Life](#) (flexible working arrangements, family friendly leave), [Staff Development, Salary Entitlements and Benefits](#)
- [Division of Student Life website](#)
- [Equity and Diversity Unit](#)
- [Stresswise- Preventing Work-related stress, A guide for employers in the public sector](#)