

SAFE SUPPORT

A Digital Digest for the Ontario Coalition of Rape Crisis Centres

Tips for every day

Digital Wellness



START THE DAY WITHOUT TECH!

Stretch, meditate, get outside, savor breakfast, give/get some love BEFORE you pick up your phone.



WORKING HYBRID?

CREATE AN AT-HOME WORKZONE



- Set start and end times for your workday. Stick to them!
- Put on something that says "work" to you, whether it's earrings or a pair of shoes.
- If you can, create a physical workspace either at a desk or table.
- Let housemates know when you're working.
- Smudge or carry out a similar ritual after challenging work-related conversations.

TAKE CONTROL OF YOUR AVAILABILITY

Tech makes us think we should always be available, but you need space to think, be present and get stuff done!

✓ If you can, block time at the beginning, middle and end of the day to check email. Use the auto-responder to let people know when you will get back to them.

✓ Turn off notifications on your phone or put it on airplane mode.



PROTECT YOUR SENSES



- Look away from the screen every 20 minutes.
- Keep arms' length from the screen.
- Pay attention to headphone volume.

MAKE TIME FOR LEARNING

Because tech changes constantly - which can be anxiety causing - make space for learning.

- Explore a new service, like free & secure [Jitsi Meet](#), a Zoom alternative.
- Keep up with digital safety strategies with a visit to [TechSafety.org](#)
- Join us for the next Digital Forum. Stay tuned for details!



- If you haven't done so already, practice using a Safe Support Chat, with colleagues to learn what it's like for support seekers.

REVIVE WITH CHAIR YOGA!



CHECK IN / CHECK OUT

Take a break from the screen and visit with co-workers. Do a dance reset. Look at trees. Listen for birds. Have a snack or a drink of water. Just zone out.



USE THE PHONE

Need to have a difficult conversation or to convey complicated, sensitive or private information?



Rather than texting or emailing if you can't meet in person, pick up the phone.

USE A PEN

Our brains work harder but more holistically when we use pen and paper, compared to the keyboard.

According to research, writing improves recall and creativity, increases focus and accuracy.



BE AWARE OF HOW MUCH YOU SHARE

Privacy settings aren't just for clients. GBV service providers get targeted by creeps too.



Test your social media settings with someone who's not an SM friend to learn what they can see about you.

PUT AN END TO YOUR WORKDAY

Take time to recharge!

- Set limits on when you answer after-hours emails and texts from workmates.
- If you manage your organization's social media, set healthy boundaries as to when you do and don't post.
- When working from home, at the end of your workday close that laptop lid, change your clothes or find another way to feel like work time is over.
- At the end of your workday, take an outing or do a hobby to help change gears.



UNPLUG TOGETHER

Whether dining out or eating in, at the movies or a get together, show your love by disconnecting.



POWER DOWN

Sleep matters so much to our physical and mental health but the blue light of screens disrupts our sleep cycle.

Try a lower contrast night mode screen in the evening then shut down an hour before bed.



FOR MORE



[Digital fatigue: Is screen time killing your wellbeing?](#)

[Data detox kit](#)

[Digital wellness checkup & tips](#)

[How to combat digital fatigue](#)

[How to make your email inbox calmer](#)

Thanks to participants at our recent Digital Forum for sharing their digital wellness tips!

The Safe Support Digital Digest is another component of the [OCRCC's Preventing Gender-Based Violence Program - Using Technology to Better Support Survivors in Frontline Settings](#), funded by Ministry of Children, Community and Social Services, Office of Women's Issues, Ontario.

The digest is created by Paula Wansbrough and Kim Allen of PRIMAL GLOW Communications.

