

# INSTITUTE OF SOCIAL WORK

Phone: +255 (22)2700918/2774443  
Fax: 2701375  
Email: [info@isw.ac.tz](mailto:info@isw.ac.tz)  
Website: [www.isw.ac.tz](http://www.isw.ac.tz)



210 Shekilango Road  
P.O. Box 3375  
14113 Kijitonyama  
Dar es Salaam.

## INVITATION TO ATTEND A SHORT COURSE ON MENTAL HEALTH FOR ORGANIZATION SUCCESS.

### 1. Introduction

The Institute of Social Work (ISW) is one of the public higher learning institutions in Tanzania whose major functions include conducting training, research and consultancy in the fields of Social Work, Community Work with Children and Youth, Labor Relations and Public Management, Human Resources and Business Administration so as to meet the market demand and contribute to the overall social, political and economic development of the country. The Institute has realized the prevalence of mental health problem and its effects on people of all ages, backgrounds, gender and abilities. It is against this background that the Institute has organized a short course in mental health for organization success so as to equip employers and employees and other actors with some skills and knowledge in order to tackle productivity challenges in private and public organizations.

### 2. Course Description

Mental health issues affect people of all ages, backgrounds, gender and abilities without discrimination. By recognizing the importance of mental health in the workplace, ISW has decided to organize a short-term training to support the well-being and development of various institutions in the country by training staff/employees to know the importance of mental health in- relation to organization success.

### 3. Objectives of the training

This course aims at dealing with real life experiences that address contemporary mental issues so as to help employees to perform better at the work place. At the end of the course participants are expected to be able to;

- Understand mental health in relation to work place.
- Understand the concept of stress and stress management at work place.
- Have a broader understanding on how family issues are related to occupational stress
- Share and exchange experiences
- Manage occupational stress (To reduce challenges associated with family and occupational stress, having ability to manage stress for a better productivity of the organization and best customer care service).
- Contribute to the overall social, political and economic development of our Country.

#### 4. Course Participants

This course is tailor made for the following participates;  
Employers and employees from private and public organizations

#### 5. Area to be covered

##### ➤ **Mental health in relation to work place**

- Meaning of mental health
- Importance of mental health at work place
- Mental health problems/issues /challenges.
- Causes of mental health issues
- Effects of mental problem in organizational productivity

##### ➤ **Stress management**

- Meaning of stress
- Sources of stress
- Stress development
- Impacts of occupational stress (burn out)
- Strategies on controlling stress for mental health

##### ➤ **Controlling family stress for organization success**

- Meaning and function of family
- Importance of family
- Relationship between family and occupational stress
- Involvement of family in controlling occupational stress
- How to resolve family and work place stress for organization success

##### ➤ **Managing occupation stress for organization success**

- Meaning of occupation stress
- Why do we need to control occupation stress
- How to control occupation stress

##### ➤ **Conflict Management**

- Meaning of conflict
- Sources of conflicts
- Interpersonal and intrapersonal
- Personality and conflict
- How to manage conflict

#### 6. Course Facilitation

The training programs will be facilitated by competent and vastly experienced facilitators in the mentioned areas from the Institute of Social Work. The modality of training will include improved seminar lectures, brainstorming, case studies, discussions and demonstration.

#### 7. Course Duration, Venue and Payments Modality

The course will take five days at the Institute of Social Work (in Dar es Salaam opposite NECTA and TBC) and it will be conducted in two batches. **The first batch will take place from 18<sup>th</sup> July 2022 to 22<sup>nd</sup> July 2022 and the second batch will take place from 28<sup>th</sup> November 2022**

to 2<sup>nd</sup> December 2022. Participants are free to choose when to attend per- dates mentioned. Fee for the course is **500,000TZS** /= per participant to cover training fee, training materials, breakfast, lunch and certificate of attendance. Payments may be in cheque or cash directly deposited to Institute of Social Work through control number **994980058259**. Participants will have to arrange for their own travel, accommodation and upkeep while attending the course. Participants are advised to confirm by 10<sup>th</sup> July 2022 for the first batch and 20<sup>th</sup> November 2022 for the second batch. Early confirmation and registration will be highly appreciated.

### **8. Contact persons**

For more details, please contact the following course coordinators;

Praise Judicate: Email; [p.judicate@isw.ac.tz](mailto:p.judicate@isw.ac.tz)/Mob 0782782852

Itika A.Ngwakwa [i.ngwakwa@isw.ac.tz](mailto:i.ngwakwa@isw.ac.tz) Mob 07197162223

Your cooperation is highly appreciated.



.....  
**Dr. Nkolimwa Dominic**

**FOR RECTOR**