

# Business Assistance Services (BAS)

## Healthy Business Bookmark

### Need a little inspiration?

The Healthy Business Bookmark\* has got you covered.

As a business owner or manager, you understand the everyday challenges and personal stresses associated with managing people and running a business—it can be a lot. Enter Arete's Healthy Business Bookmark (HBB) website, available through BAS. With carefully curated resources designed to inspire and tailored to meet your needs, HBB is the place to start when you need a little boost of inspiration, a sample to get you going or if you just don't know where to begin.

With your exclusive access to HBB through BAS, you'll find guides, checklists, samples, workbooks, articles, podcasts videos and more—all designed to help you manage:

#### **Your Business.** Find resources and support with topics including:

- Selecting and recruiting your workforce
- Terminations and workforce reduction
- Managing disability and leaves
- Employment standards and obligations

#### **Your People.** Find resources and support with topics including:

- Hiring and interview basics and samples
- Employee onboarding
- Managing performance
- Handling maternity and parental leaves

#### **Yourself.** Find resources and support with topics including:

- Understanding and managing your mental health
- Building personal resilience
- Managing relationships
- Practicing self care

Of course, with BAS, expert human resources, legal or financial guidance and support is always just a call or click away. But, if you do need to access support, using HBB first will ensure you're well informed and ready to make the most of your time with the professional you're connected with.

\*The Healthy Business Bookmark website is a tool available to clients with access to BAS through Arete.