

# Employee Well-being Resource Guide – 2025



Middlebury Institute of  
International Studies at Monterey



Green Mountain Higher Education Consortium  
**WELL-BEING**  
Champlain • Middlebury • Norwich • Saint Michael's





# Employee well-being is paramount to the mission and vision of Middlebury College

At the Middlebury Institute of International Studies we understand the value of employee well-being in advancing our mission and vision. A thriving employee population is what will enable The Institute to educate professionals to advance understanding, promote peace, and drive change in pursuit of a more just world.

## Investing in you

To support you, our most valuable asset, the College and the Green Mountain Higher Education Consortium (GMHEC) offer a wide range of resources to support all domains of your well-being: physical, career, financial, social and community. Take advantage of these resources. Invite your coworkers to join you and together we will elevate our collective well-being.

## Career Well-Being

Career well-being, a vital dimension of overall well-being, reflects a sense of fulfillment, purpose, and satisfaction in one's work. Individuals with the highest levels of career well-being enjoy greater physical and mental health and report higher levels of overall well-being.

## Career Well-Being Resources

- [Employee and Family Assistance Program](#) provides confidential assessment, referral services and short-term counseling to help you and your household members work through life's challenges. Web password is midd.
- [Staff development fund](#) supports a variety of work-related development activities that may include participation in short courses, workshops, training programs and opportunities for staff members to prepare training programs and workshops for other employees on campus
- [Staff Advisory Team](#) (SAT) - help address MIIS staff member concerns. The Staff Advisory Team serves as a resource to Institute staff on a wide variety of topics, including but not limited to: staff social events, professional or personal trainings, workshops, and campus-wide volunteer opportunities.
- [Organizational Leadership and Training](#) provides support to employees with framing issues, identifying needs and developing approaches for change or improvement
- [Center for Teaching, Learning & Research](#) provides support and assistance for faculty to advance their teaching and research through a wide variety of programs, services, and opportunities
- [Staff Development Fund](#) supports a variety of work related development activities that may include: participation in short courses, workshops, and training programs, as well as opportunities for staff members to prepare training programs and workshops for other employees on campus. In some cases the College will consider supporting self-improvement projects designed to benefit the individual or to facilitate career advancement if there is significant promise of benefit to



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the College as well.

## Physical Well-Being

Physical well-being is defined as the ability to maintain an active, energized lifestyle through healthy habits such as regular exercise, proper nutrition, and quality sleep. It is about sustaining the energy needed to be productive and engaged in life. Achieving and maintaining robust physical well-being does not demand extensive amounts of time. Small actions taken consistently will net positive enhancements.

## Physical Well-Being Resources

- Well-being programs and activities sponsored by GMHEC. Visit the events [calendar](#) and sign up for the “What’s on tap?” newsletter by emailing [rebecca.schubert@gmhec.org](mailto:rebecca.schubert@gmhec.org). Events open to family members will be indicated in the calendar.



- Corporate rate membership at [Monterey Sports Center](#) for employees.
- Discount fitness center memberships and access to thousands of free online fitness videos for Cigna members (including family members covered by Cigna) through [Active and Fit Direct](#).
- Office [ergonomic evaluation](#) offered through the Environmental, Health & Safety Department
- Free health coaching to Cigna beneficiaries including covered family members over age 18. Log in to [My Cigna](#). Click on “Manage My Health” and select “My Health Assistant Online Coaching” from the drop down menu.
- Cigna/Omada Diabetes Prevention Program. Digital lifestyle management program aimed at supporting participants to implement lifestyle changes to enhance their health and well-being. Click [here](#) to see if you are eligible. Open to all Cigna members including covered family members over age 18.
- Cigna telehealth programs provide on demand health care and information via telecommunications technologies for virtual consultations. Log in to [My Cigna](#) and select the Cigna Telehealth Connection. Available to all Cigna members.
- [Monterey Bay Coastal Recreation Trail](#) is an 18 mile waterfront recreation trail stretching from Castroville to Pacific Grove. The rec trail is a great way to reach the Monterey Bay Aquarium and Cannery Row, the American Tin Cannery shopping and outlet mall, Fisherman’s Wharf, and much more.
- Annual employee flu clinic held in October. See announcement in [Midd Points](#) for specific date.
- Free, local tobacco cessation support offered by the [Community Hospital of the Monterey Peninsula](#)
- Free workshops to support healthy living, falls prevention, caregiver support and memory programs offered through the [California Healthier Living Coalition](#)
- Shop local and enhance your health with a CSA or by visiting a local farm stand. Details available from [Edible Monterey Bay](#).
- Cafeteria Plan of Benefits including Flexible Spending Account (FSA). Open Enrollment is in November. Visit [Middlebury Human Resources](#) for more information.

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## Financial Well-Being

Financial well-being is about having a sense of security and feeling as though you have enough money to meet your day-to-day needs. It's about having the financial freedom to make choices that allow you to enjoy life. It also means having a high level of financial literacy. Financial literacy is the knowledge and understanding of financial concepts and skills that enable individuals to make informed and effective decisions regarding their money. This includes the ability to manage personal finances, budget, save, invest, understand credit, and handle debt responsibly. Financial literacy empowers people to plan for long-term goals, such as buying a home, funding education, or saving for retirement, while also making sound decisions about day-to-day expenses. Being financially literate helps individuals achieve greater financial stability and security, avoid common pitfalls like excessive debt, and build wealth over time.

## Financial Well-Being Resources

- [Educational benefits](#) available to employees and dependents include tuition benefits, on-campus workshops, manager training and continuing education classes
- Discounts/perks for Cigna beneficiaries. Go to the [My](#)

[Cigna](#) website and click on “Healthy Rewards” or call the number on the back of your card to learn more.

- Cigna decision making tools: Get more out of your health plan by utilizing the tools available on [my-cigna.com](#) to find an in-network provider, compare costs of procedures, pharmacies and more. Check out this [video](#) (see item #3) for a tutorial of the tools.
- Free, confidential financial coaching available through [My Secure Advantage](#) with a professional, personal, unbiased and confidential money coach
- Retirement planning, investing and managing debt services available from [TIAA](#)
- [Medical Leave Assistance Fund](#) provides up to 160 hours of paid sick leave reserve within a 12-month period for unforeseen times when an employee has exhausted their combined time off before they are able to return to work
- Employee discounts at AT&T, Verizon and the Monterey Bay Aquarium. Visit [MIIS Human Resources](#) for more information.
- Utility assistance, weatherization, food assistance and financial counseling available through the [California Department of Community Services and Development](#).

## Social Well-Being

Social well-being is about having strong, supportive relationships and a sense of connection with others. Strong, supportive relationships significantly impacts overall happiness and well-being. Positive social interactions, whether with family, friends, or colleagues, contribute to feeling cared for, loved, and valued, which enhances emotional resilience and life satisfaction.

## Social Well-Being Resources

- Access the full suite of Cigna Behavioral Health programs including virtual counseling, health coaching, lifestyle management programs and more [here](#).
- Eldercare support, referral and respite available through the Alliance on Aging
- Parent/family, financial and community resource information available through the [United Way of Monterey County](#)
- Hundreds of free support groups and workshops are available through the [Community Hospital of the Monterey Peninsula](#)



## Community Well-Being

Community well-being is the sense of engagement you have with the area where you live. It is all about giving back to society and may be what differentiates a good life from an exceptional life (Gallup, 2010). When we give our time, we are giving of ourselves and this not only feels good in the moment but can also help protect us from stress and negative emotions. Tell your friends, family and coworkers about your interests and you'll be surprised at how many opportunities come your way.

## Community Well-Being Resources

- [Mindfulness at MIIS](#) Learn more about upcoming mindfulness events and professional development opportunities.
- Find out about what's happening in the community in the local [events calendar](#)
- Give back to your community and volunteer. Find out about local opportunities to volunteer at [Volunteer Match](#)



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## For More Information...

Visit us at [Green Mountain Higher Education Consortium \(GMHEC\)](#).

GMHEC offers a variety of programs throughout the year to support all domains of your well-being. Stay in the know about all our exciting programming. Contact [rebecca.schubert@gmhec.org](mailto:rebecca.schubert@gmhec.org) to sign up for the "What's on Tap" newsletter. We look forward to seeing you.

We'd also love to hear from you and are always open to feedback and/or suggestions for how we might better serve you. You can contact our Employee Well-being Program Coordinator, Rebecca Schubert at [Rebecca.schubert@gmhec.org](mailto:Rebecca.schubert@gmhec.org). Take care. Be well.