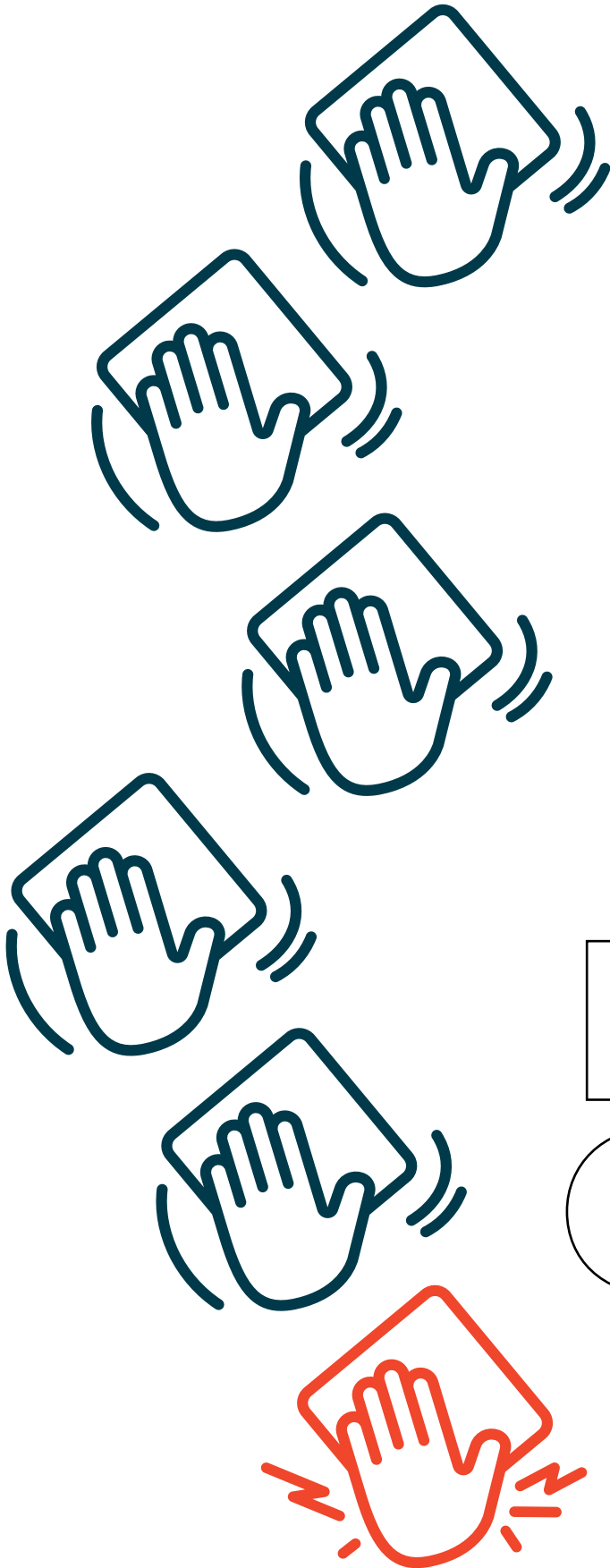




*Move Well  
Work Well*

# Event Guide

**WorkplaceNL**

Health | Safety | Compensation

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Stay strong. Stay safe.

Learn about  
**MSI prevention**

SCAN FOR MORE  
INFORMATION



t 1.800.563.9000 e [safety@workplacenl.ca](mailto:safety@workplacenl.ca)  
[workplacenl.ca/mwww](http://workplacenl.ca/mwww)

**WorkplaceNL**  
Health | Safety | Compensation

# Introduction

We understand employers are busy, so we are making it easy to implement good habits for musculoskeletal injury (MSI) prevention during Move Well Work Well week or any time throughout the year with our toolkit.

This guide includes sample schedules and communications to help you execute an MSI prevention event from start-to-finish.

## Move Well Work Well week

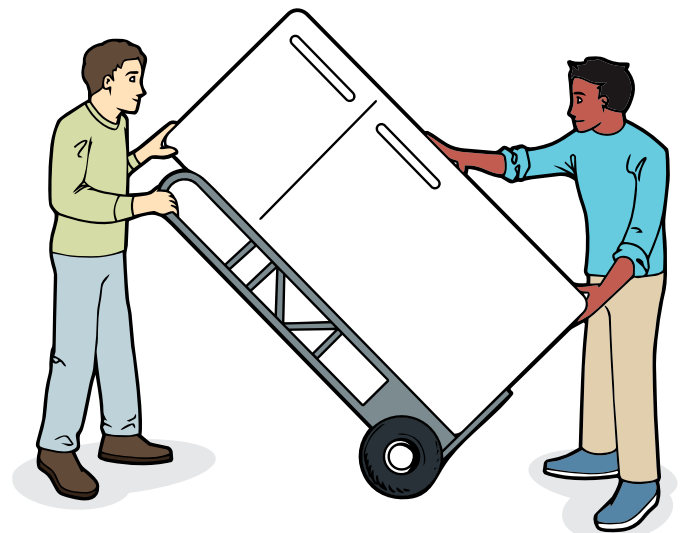
Each year, WorkplaceNL hosts Move Well Work Well (MWWW) week to engage and educate about MSIs and find practical solutions for prevention in workplaces.

MWWW week reminds us that when we move often and use good body positions, we reduce our risk of developing an MSI and remain productive, comfortable and healthy.

The event is every September to bring a spotlight on preventing MSIs, and we encourage workplaces to participate in MWWW activities any time of year. Our ready-to-use toolkit is available year-round.

## We're here to help

Our MSI experts are excited to help you plan an effective MWWW week. To request a visit, email [safety@workplacenl.ca](mailto:safety@workplacenl.ca) with questions or call 1-800-563-9000.



# Planning Your Event

The size and format of the event you choose to host depends on your workplace – whether you're in-person, remote or hybrid – and how much time you can dedicate to the event.

Here are three examples of events you may want to host, from small to large. The resources listed under each event are outlined in the rest of this guidebook. They can be downloaded from our website or picked up by request at our offices across the province.



**Request a printed toolkit or download all the digital files**



**BONUS**

**The first 75 workplaces to request a printed toolkit will receive a WorkplaceNL swag bag that can be used as a prize at your event!**

## Small

| Action                | Details                                                                                                                                                                                           | Resources                      |
|-----------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|
| Save the date         | Let your team know what to expect from MWWW week.                                                                                                                                                 | <a href="#">Email template</a> |
| Kick off email        |                                                                                                                                                                                                   | <a href="#">Email template</a> |
| Share prevention tips | <p>To be placed in lunchrooms, coffee stations and other high traffic areas of the office.</p> <p>The posters can be kept up all year round as reminders of best practice for MSI prevention.</p> | <a href="#">Posters (x5)</a>   |

## Medium

| Action                | Details                                                                                                                                                                                                                                                                                                                                               | Resources                                                                                                                                                            |
|-----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Save the date         | Let your team know what to expect from MWWW week.                                                                                                                                                                                                                                                                                                     | <a href="#">Email template</a>                                                                                                                                       |
| Kick off email        |                                                                                                                                                                                                                                                                                                                                                       | <a href="#">Email template</a>                                                                                                                                       |
| Safety break event    | <p>Whether virtual or in-person, this 15-minute safety break should be hosted at the beginning of the week.</p> <p>The poster is customizable so you can promote the date and location of your safety break.</p>                                                                                                                                      | <ul style="list-style-type: none"> <li>• <a href="#">Event poster</a></li> <li>• <a href="#">PowerPoint presentation</a></li> <li>• <a href="#">Flyer</a></li> </ul> |
| Share prevention tips | <p>To be placed in lunchrooms, coffee stations and other high traffic areas of the office.</p> <ul style="list-style-type: none"> <li>• The posters can be kept up all year round as reminders of best practice for MSI prevention.</li> <li>• The tent cards are perfect for leading up to and during MWWW week and any in-person events.</li> </ul> | <ul style="list-style-type: none"> <li>• <a href="#">Posters (x5)</a></li> <li>• <a href="#">Tent cards</a></li> </ul>                                               |

## Large

| Action                | Details                                                                                                                                                                                                                                                                                                                                               | Resources                                                                                                                                                                                                         |
|-----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Save the date         | Let your team know what to expect from MWWW week.                                                                                                                                                                                                                                                                                                     | <a href="#">Email template</a>                                                                                                                                                                                    |
| Kick off email        |                                                                                                                                                                                                                                                                                                                                                       | <a href="#">Email template</a>                                                                                                                                                                                    |
| Safety break event    | <p>Whether virtual or in-person, this 15-minute safety break should be hosted at the beginning of the week.</p> <p>The poster is customizable so you can promote the date and location of your safety break.</p>                                                                                                                                      | <ul style="list-style-type: none"> <li>• <a href="#">Event poster</a></li> <li>• <a href="#">PowerPoint presentation</a></li> <li>• <a href="#">Flyer</a></li> </ul>                                              |
| Share prevention tips | <p>To be placed in lunchrooms, coffee stations and other high traffic areas of the office.</p> <ul style="list-style-type: none"> <li>• The posters can be kept up all year round as reminders of best practice for MSI prevention.</li> <li>• The tent cards are perfect for leading up to and during MWWW week and any in-person events.</li> </ul> | <ul style="list-style-type: none"> <li>• <a href="#">Posters (x5)</a></li> <li>• <a href="#">Tent cards</a></li> </ul>                                                                                            |
| In-person training    | <p>Our MSI experts are excited to deliver training for your team any time of year and across the province. Connect with us to book a time, following MWWW week, to educate your team.</p> <p>You could also make the three MWWW webinars mandatory for staff to attend live, in lieu of an in-person training event</p>                               | <p>To request a visit, email <a href="mailto:safety@workplacenl.ca">safety@workplacenl.ca</a> or call 1-800-563-9000 with questions.</p> <p>September 21, 22 and 23 at 10:00am. <a href="#">Register now.</a></p> |

# 2026 Webinars

SEPT  
**21**  
10:00 AM

## **AI in Ergonomics: Preventing MSI injuries before they happen**

Discover how artificial intelligence (AI) is helping make workplaces safer and healthier. Join industry experts as they share real-world examples of how AI-driven tools, wearable technology and smart data are being used to improve ergonomics and prevent musculoskeletal injuries (MSIs) before they happen. Learn about new trends, practical solutions and what the future of workplace injury prevention could look like. Bring your questions to the live Q&A with the industry experts.

SEPT  
**22**  
10:00 AM

## **Screened In: Managing the Health Risks of Frequent Sitting and Screen Time**

Many jobs today involve hours of sitting and looking at screens. These habits are not just common in offices – they affect workers in many industries and are becoming more common among young people before they even enter the workforce. Join us to learn how too much sitting and screen time can lead to health risks and discover practical ways to reduce these risks at work and home.

SEPT  
**23**  
10:00 AM

## **From Classroom to Career: Supporting Young Professionals' Musculoskeletal Health**

Many young workers are starting their careers with musculoskeletal issues linked to screen time, technology use, sports and gaps in ergonomic awareness. As they move from the classroom to the workplace, employers can support their health from day one. Join our experts to learn about the challenges facing today's young workforce and discover practical ways to prevent injury, encourage comfort and promote long-term well-being.

# Resources

## Save the Date Email

Simply copy, paste and customize to promote MWWW week in your workplace.

SUBJECT: Save the Date: Move Well Work Well 2026

### **SAVE THE DATE | Move Well Work Well Week | September 20-26, 2026**

Move Well Work Well Week is an annual event hosted by WorkplaceNL to engage and educate about musculoskeletal injuries (MSIs) and find practical solutions for prevention in workplaces.

With the help of WorkplaceNL, we've lined up a series of engaging and interactive activities to boost your awareness and prevention strategies for MSIs.

Please save the dates to ensure you have the time to learn and strategize for how you can stay safe here at work.

#### **Save the date:**

1. [Register for WorkplaceNL's MWWW webinars](#)
  - September 21 at 10:00am – AI in Ergonomics: Preventing MSI injuries before they happen
  - September 22 at 10:00am – Screened In: Managing the Health Risks of Frequent Sitting and Screen Time
  - September 23 at 10:00am – From Classroom to Career: Supporting Young Professionals' Musculoskeletal Health
2. Accept the meeting invitation for our Safety Break on [date] at [time].

If you have any questions, please contact [internal resource in charge of this event].

See you there,

[name]

# Kick Off Email

Simply copy, paste and customize to launch MWWW week in your workplace.

SUBJECT: It's time to Move Well and Work Well for MSI prevention!

Hi everyone,

We're excited to kick off Move Well Work Well week, running from September 20-26!

This week is all about helping you stay safe, healthy and injury-free at work – whether you're at a desk, on the move, or somewhere in between.

With the help of WorkplaceNL, we've lined up a series of engaging and interactive activities to boost your awareness and prevention strategies around MSIs.

## Why participate?

MSIs can change your quality of life, impacting your physical and mental health. MSIs happen far too often; about six workers in NL will sustain an MSI requiring time away from the workplace every day! The good news is that they can be prevented, and we're here to help.

## How to join in?

Some sessions require pre-registration and others are self-guided. To make the most of the week:

1. [Register for WorkplaceNL's MWWW webinars](#)
  - September 21 at 10:00am – AI in Ergonomics: Preventing MSI injuries before they happen
  - September 22 at 10:00am – Screened In: Managing the Health Risks of Frequent Sitting and Screen Time
  - September 23 at 10:00am – From Classroom to Career: Supporting Young Professionals' Musculoskeletal Health
2. Accept the meeting invitation for our Safety Break on [date] at [time].
3. Keep an eye out for safety tips posted throughout our workspace and on the intranet.
4. Block time in your calendar now so you don't miss out.

Let's make this week a meaningful one – your body will thank you.

If you have any questions, please reach out to [name and contact].

Thanks,

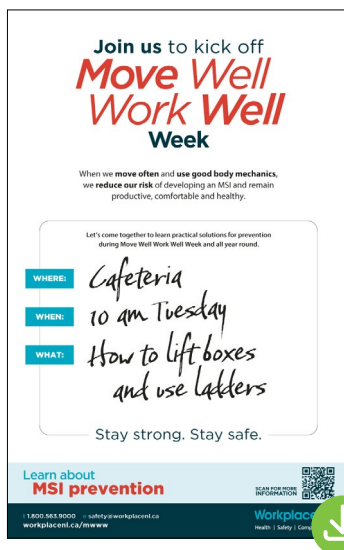
[name]

# Safety Talk Presentation

Kick off Move Well Work Well with an in-person or virtual event for your staff. We have created a [presentation and speaking notes](#) with key facts about MSIs that you can use as-is or modify to suit your workplace.



# Event Poster



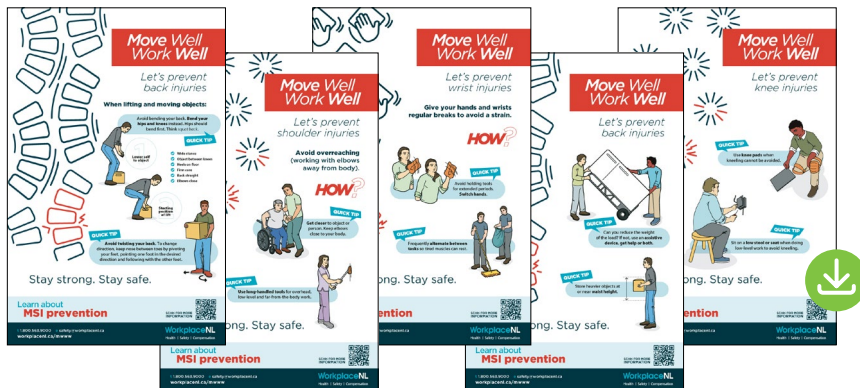
[Download](#) and display in your workplace to promote your safety break. Also available in [black and white](#).

# Tent Card

Place in high-traffic areas like lunchrooms to encourage learning more about MSI Prevention.



# MSI Prevention Posters



[Download](#) and print educational posters for your workplace. These can be kept up all year round. Also available in [black and white](#).

## Flyer

[Download](#) the MSI Prevention flyer to print and place in high-traffic areas like lunchrooms or send it via email to your full team. Also available in [black and white](#).



# Timeline

We suggest promoting your MWWW event in advance, so your team can save time to participate. Here is a sample timeline.

| Date                      | Action                                                                                                                                                                                                                                                              |
|---------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| August 17                 | Save the date <ul style="list-style-type: none"> <li>• <a href="#">Send a save the date</a> to all staff so they save time for learning</li> <li>• Note dates of any in-person or virtual events</li> <li>• Share WorkplaceNL webinar registration links</li> </ul> |
| September 20/21           | Welcome to MWWW 2026 <ul style="list-style-type: none"> <li>• <a href="#">Send kick off email</a></li> <li>• Display posters and tent cards around your workplace and/or post resources on your intranet</li> </ul>                                                 |
| September 21/22           | Safety break                                                                                                                                                                                                                                                        |
| September 21              | <ul style="list-style-type: none"> <li>• Webinar: <b>AI in Ergonomics: Preventing MSI injuries before they happen</b> (10:00am)</li> <li>• <a href="#">Register Now</a></li> </ul>                                                                                  |
| September 22              | <ul style="list-style-type: none"> <li>• Webinar: <b>Screened In: Managing the Health Risks of Frequent Sitting and Screen Time</b> (10:00am)</li> <li>• <a href="#">Register Now</a></li> </ul>                                                                    |
| September 23              | <ul style="list-style-type: none"> <li>• Webinar: <b>From Classroom to Career: Supporting Young Professionals' Musculoskeletal Health</b> (10:00am)</li> <li>• <a href="#">Register Now</a></li> </ul>                                                              |
| September 24/25           | <ul style="list-style-type: none"> <li>• Follow-up email to conclude MWWW week; share reminders for safety year-round</li> <li>• Note date and time of future in-person education session, if booked with WorkplaceNL</li> </ul>                                    |
| September 25 – October 25 | <b>Survey:</b> Let us know how we did by completing the MWWW 2026 <a href="#">survey for employers</a>                                                                                                                                                              |

## Please note:

If September 20-26 does not work for your team, you can select any other week. Your toolkit is made to be helpful any time and recorded webinars will be available on-demand via YouTube after the event closes.

# Additional MSI Resources

- **Resources:** You may also want to highlight resources that suit your industry or interest areas, available in our [MSI resource library](#).
- **Online course:** Learn about preventing injuries like sprains and strains by completing the self-paced Introduction to Musculoskeletal Injuries online course. [Register now](#).
- **Expert speaker:** At our 2024 Learning Symposium, [Dr. Mike Wahl presented the latest science on MSI prevention](#). Tune in to hear local expertise on the importance of making MSI prevention a priority and how to reduce MSIs in your workplace.

