



## Lunch 'n' Learns

healthy  
eating

Bringing in speakers for a Lunch 'n' Learn is a simple way to educate and motivate employees to make healthy food choices.

### Tips to Get Started

- If you have a wellness team, **have a planning meeting** to decide on how many Lunch 'n' Learns are feasible throughout the work year. Alternatively, a human resources staff member could be the lead or a staff member may volunteer for this project.
- **Brainstorm ideas on who you would like to bring in;** for example, a registered dietitian, a local chef, or maybe a motivational speaker from a weight-loss program. To find a speaker, visit the [Dietitians of Canada](http://Dietitians of Canada) website or contact the community nutrition program at your local health department.
- **Decide how many speakers can be brought in from outside sources.**
- **Find out if there are any employees in the company** who have training in a specific area of nutrition or wellness and who would be willing to speak at a Lunch 'n' Learn.
- **Plan dates and times** for the Lunch 'n' Learns.
- Once your speakers have been confirmed, **book a meeting room.**
- **Generate interest** by sending out emails listing the date and time of the event, the topic, and the speaker's credentials. Include an agenda and make clear why staff members will benefit from attending.
- **Contact your speakers well in advance** of their Lunch 'n' Learn appearance and find out what equipment they need (e.g., projector, laptop).
- **Send out an email to staff two or three weeks prior to the Lunch 'n' Learn** inviting them to participate.
- **Put up posters** in staff lunch rooms or stairwells to remind everyone about the upcoming event.
- If there is a budget, **part of the lunch may be provided** (such as a salad or veggie tray).
- If you don't have a food budget, **invite staff to bring their healthy lunches** to the Lunch 'n' Learn.
- On the day of the Lunch 'n' Learn, **send out a final quick reminder** to staff early in the morning.
- **Set up the meeting room**, including the laptop and projector if necessary; try to have water available for the speaker and staff.