

Your Guide to Cultivating *Gratitude in the Workplace*



Hello there!

Many HR pros are working hard to promote a healthy workforce and create a culture of wellness by doing things like encouraging regular exercise and providing healthy snacks for employees. And while helping employees focus on their nutrition and physical activity is awesome, it's important to remember that a healthy lifestyle goes beyond an employee's diet or exercise regimen.

A healthy lifestyle also includes a healthy and happy mindset. And while there are many ways to help employees achieve a healthy and happy mindset, we think one of the easiest ways to do so is by cultivating gratitude in the workplace.

Unfortunately, gratitude is not often practiced in the workplace. According to a study by the John Templeton Foundation, people are less likely to express gratitude at work than almost anywhere else, and a startling 60% of people never express thanks at work. Because gratitude is linked to job satisfaction and overall feelings of positivity, this means that a lot of employees at your workplace might be feeling unappreciated and unsatisfied in their roles.

Although encouraging gratitude in the workplace might seem a bit challenging, we believe the benefits are completely worth the efforts. That's why we wanted to make the job easier for you. We created this guide to help you promote gratitude among employees. With the help of this guide, we encourage you to launch a challenge at your workplace to cultivate the power of gratitude.

In this guide you will find:

- The benefits of gratitude in the workplace
- Tips for HR pros to inspire expressions of gratitude in the workplace
- A printable 30-Day Gratitude Challenge
- Ideas and tips for promoting a gratitude challenge at your company



The Benefits of Gratitude in the Workplace

Gratitude is a key factor for living a life filled with positivity. Practicing gratitude in the workplace brings about many positive effects. Feeling valued and appreciated is a fundamental human need of employees. Appreciated employees tend to be more loyal, productive, and satisfied in their roles.

Although gratitude might sound like a cheesy topic, research has proved that it can truly impact a person's mental and physical wellbeing, as well as their work performance. Maintaining an attitude of gratitude releases dopamine in the brain, which in turn boosts feelings of wellbeing, increases optimism, and improves physical health.



Let's take a look at some of the proven benefits of gratitude in the workplace:

Productivity. Expressing gratitude toward employees boosts productivity. In a study by the University of Pennsylvania, researchers discovered that grateful leaders better motivate their employees to be more productive. The study observed employees tasked with making fundraising calls. It was found that employees who were thanked and felt a sense of appreciation from their leaders made 50% more fundraising calls than their unappreciated counterparts.

Work relationships. Employees have better relationships with their employers when they feel appreciated and valued. Employers who express gratitude toward their employees help create a positive work environment. Additionally, employees who practice gratitude and express appreciation toward one another will have better social interactions that will help boost employee happiness.

Enthusiasm. Employees who feel appreciated by their employers and colleagues tend to be happier and more enthusiastic with their work. They are motivated to do a better job and contribute to the success of their company.

Health Benefits of Gratitude



In addition to the increase in work performance, gratitude also helps improve employee health and wellbeing. Feeling and expressing gratitude promotes a positive and happy mood. These brain boosts can have significant positive effects on employees' physical and mental health.

Research has found that expressing and feeling gratitude will boost employee health and wellbeing by:

- Promoting better sleep
- Lowering blood pressure
- Improving one's sense of mindfulness
- Increasing energy
- Improving one's mood and feelings of happiness
- Decreasing stress



How You Can Inspire Gratitude in the Workplace



As we said earlier, promoting gratitude in the workplace can be a bit of a challenge. It's hard for employees to remember to practice gratitude – especially during a rough day at the office. The easiest way for HR pros to help employees feel and express gratitude is by leading by example. Here are a few ways to cultivate gratitude at your company:

Look for opportunities to celebrate success. This could be a newsletter shout-out to an employee who contributed to their team or throwing an appreciation party for employees to celebrate their tenure. Be sure to look out for small successes that will make employees feel special.

Support peer-to-peer recognition. Encourage employees to create shout-outs or thank-you notes for their colleagues. Provide employees with printouts that they can fill out and give to one another. Ask employees to give out at least one thank-you note a week.

Get employees involved in community service projects. Volunteering is a powerful way to promote gratitude. Provide employees with information on local organizations that are looking for volunteers. If you are able to, coordinate a team outing for employees to volunteer together.

Encourage mindful behaviors. Mindfulness goes hand-in-hand with gratitude. Practicing mindfulness helps employees to become more aware of their surroundings and notice the little things. Encourage employees to practice breathing exercises, take mindful walks, and meditate.

Provide employees with gratitude journals. Writing things down makes it easier to remember to practice gratitude! Provide employees with a small journal to document their feelings of gratitude.

Reinforce random acts of kindness at work. Recognize employees who go out of their way to help a co-worker or make someone smile. Kindness is contagious!

Offer education about benefits of gratitude. Send out blog posts, articles, and research studies on the benefits of gratitude. Employees will be more inclined to practice gratitude once they understand its benefits.

Start a gratitude challenge. Everyone loves a fun challenge! A 30-day gratitude challenge will help teach employees to express and feel gratitude with little steps each day. By the end of the challenge, employees will better understand the power of gratitude and how good it feels to be grateful! Not sure how to make your own challenge? We created one for you on the next page!



30 Days of Gratitude Challenge



Day 1

Write down three things that you are thankful for.

Day 2

Express gratitude to at least one important person in your life.

Day 3

Go one full day without complaining.

Day 4

Meditate for 10 minutes.

Day 5

Make an effort to smile more throughout the day.

Day 6

Engage in a random act of kindness.

Day 7

Spend 30 minutes practicing self-care.

Day 8

Send flowers to someone you care about.

Day 9

Write thank-you notes to five people in your life.

Day 10

Go outside and appreciate the beauty of nature.

Day 11

Do something nice for a co-worker.

Day 12

Recognize today as a gift.

Day 13

List three things that you like about your job.

Day 14

Spend the day being an optimist.

Day 15

Write down five things that you like about yourself.

Day 16

Recognize three things that you usually take for granted.

Day 17

Write about your favorite part of the workday.

Day 18

Think of what you're grateful for before going to bed.

Day 19

Sign up to volunteer for a day in your community.

Day 20

Catch a co-worker doing a good job and thank them for it.

Day 21

Think of a way that someone helped you today.

Day 22

Write down three things that you appreciate about your boss.

Day 23

Notice positive traits about your colleagues.

Day 24

Spend time with loved ones.

Day 25

Think of something great that has happened to you in the last year.

Day 26

Write a thank-you note to a colleague.

Day 27

Refrain from gossip or speaking negatively about others.

Day 28

Compliment a stranger.

Day 29

Express your thankfulness for life's hardships.

Day 30

Start a gratitude journal.

Promoting a Gratitude Challenge

Sometimes it can be a bit tricky to get employees to participate in a wellness challenge. The key is to promote the challenge with some excitement. Here are a few tips and ideas to help get employees excited about the 30-Day Gratitude Challenge:

Make a company-wide announcement. This may seem a bit obvious, but it's so important that an announcement is made about the challenge. While it's good to advertise the challenge in an email or newsletter, not every employee reads the whole thing – and the note about the gratitude challenge might be overlooked! Be sure to make a company-wide announcement and ask middle managers to communicate the challenge to their teams.

Utilize #Instagram. Social media is a great way to promote any type of wellness challenge. Encourage employees to document their gratitude challenge on Instagram. Create a fun hashtag for employees to post on their Instagram photos so that they can be easily seen by their colleagues and anyone else practicing gratitude. Some hashtag ideas include: “#IAmGrateful because...”, “#GratitudeAtWork”, or “#PowerOfGratitude”.

Provide an incentive. Incentives are a powerful way to increase employee participation. Offer some type of reward or incentive for employees who complete the 30-Day Gratitude Challenge. Some ideas for participating employees include:

- A free healthy lunch
- Gift cards
- Jeans day
- Free day of PTO
- Half-day Friday
- Employer contribution to employee's FSA

Get senior management involved. Senior managers and top executives can be powerful advocates for your gratitude challenge. Ask upper management to promote the challenge and participate in it as well. When employees see that even the top executives of the company are taking time out of their busy schedules to tackle the gratitude challenge, they'll realize that they can make the time too.

Use marketing materials. Post eye-catching fliers in break rooms and popular areas of the company to promote the challenge. Don't have the time or resources to make a flier yourself? No worries! Check out our printable, promotional flier on the next page!



**“If you want to
find happiness,
find gratitude.”**

- Steve Maraboli



What are you grateful for?

Gratitude is a key factor for living a life filled with positivity. Unfortunately, many of us aren't in the habit of expressing gratitude on a daily basis. With a little help and practice, being grateful can easily become a part of your life. We challenge you to tackle the 30-Day Gratitude Challenge.

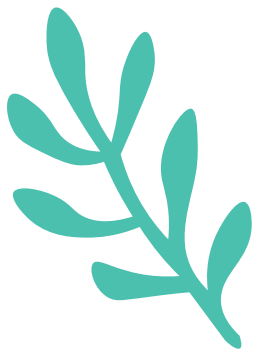
This wellness challenge is designed to help you harness the power of gratitude in both your professional and personal life. Each day features a small, achievable goal to help you express gratitude and better appreciate the little things in life.

Start the 30-Day Gratitude Challenge to feel happier, healthier, and more grateful instantly!

Best of Luck!

We hope this guide helps you cultivate the power of gratitude at your company. Helping employees express and feel gratitude throughout the workday is one of the best ways to create a happy, positive work environment. Try out the 30-Day Gratitude Challenge at your organization and let us know how it goes!

Want to learn more about how TotalWellness can help your company achieve its wellness initiatives? Give us a call or find us online! Keep up with our blog and follow our social media pages for more tips, ideas, and general info about creating a successful wellness program and promoting happy, healthy employees.



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