**12 Ways to Create a More Positive Work Environment**

### 1. Give positive reinforcement

* I appreciate the way you…
* I’m impressed with…
* I really enjoy working with you because…
* Your team couldn’t be successful without your…
* I admire the way you take the time to…
* You’re really good at…

### 2. Show gratitude

Thank someone for something they did but weren’t expecting to get thanked for – be specific about what it was and why it was helpful or important; be sure to copy their boss.

### 3. Spread happiness

Smile and say “Hi” to twice as many people as you normally would – but be genuine in your smile.

### 4. Motivate others

Post a new upbeat poster, picture or quote at your desk where everyone can see it. Check out this (free) printable [Career Happiness Manifesto!](https://good.co/blog/2014/10/08/career-happiness-manifesto/)

### 5. Celebrate wins

Start a meeting off by sharing something positive that is going on in your group, project, work etc. Encourage others to do the same.

### 6. Celebrate

Find some occasion to celebrate with others, whether it be a project milestone, birthday, new house, etc. Pass around a card for people to sign or make a sign.

### 7. Encourage positive thinking

Anonymously post a positive quote or picture by the copier, coffee machine or somewhere else that receives high foot traffic so that others can see.

### 8. Change the way you respond

When someone disagrees with you about something at work, think “how interesting” instead of immediately getting defensive.

### 9. Get moving

If you have a meeting with only one or two other people, make it a walking meeting; get outside and get your blood pumping.

### 10. Encourage fun

Add some light fun by picking a day for a dress-up or desk-decorating theme – ex. hat day, wild sock day, or decorating with flowers, pictures of tropical places, etc.

### 11. Share your gratitude

Write down five things you are grateful for at work – then share at least one with a coworker.

### 12. Engage in random acts of kindness

Do something kind for someone else (especially someone who wouldn’t expect it). Offer to help them with something, give them a snack or treat, or simply ask them how their evening or weekend was or about something going on in their life.

**Other ways to create a more positive work environment:**

Moods are very contagious! Here’s a tip on how to boost your mood so that your good feelings can rub off on those around you. Spend a few minutes remembering and visualizing a time when you were really enjoying yourself. It could be because of something you were doing, someplace you were visiting or someone you were with. Savor the memory. Try to keep that feeling at the top of your mind as often as possible throughout your day.

Finding meaning and purpose in what we do is a great way to stay positive. Remind yourself and others why your jobs are important. Think about their purpose and how they add value to your organization, and to your customer/clients/students/patients. Sometimes your “customer” is not the end-user of your organization’s services or products but could be an internal person who relies on what you do so that they can get their job done.

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