

Every workplace wants to have engaged employees but that can be easier said than done.

I thought I would give you some of what I have learned and developed through my experience of facilitating my workshops, to help you build a more inclusive and engaged workplace.

Five Steps to Building an Inclusive and Engaged Workplace

Here are five tips for you to consider and maybe implement.
If you can't implement them as I have suggested, how could you adapt them to suit your organisation?



Tip 1

In addition to the usual annual leave and Public Holidays your staff have, give everyone four celebration days a year. This would enable your employees from different cultures and religions to take those days for their festivals, and it would give your other employees days to have off for things they want to celebrate, such as birthdays, or weddings.

Although this could cost your business money, your staff will feel that they are valued and worthy of celebrating, which will make them feel more loyal to your organisation, and more productive, therefore making up the initial lost costs in other ways.



Tip Two

Have in-house *lunch and learn*, where your employees can learn from each other about what they love. This could be someone who does macrame for mindfulness; a poet or writer could give tips on creating a personal masterpiece; a cookery class where they learn how to make something from another culture; someone who does yoga or martial arts.

The possibilities are huge!

This demonstrates that you see your employees as people, as individuals, with interests outside of work, and not work horses. It also gives your employees an opportunity to bond, and to appreciate each other.



Tip Three

Encourage your staff to nominate a colleague of the month; this can be done in an old school way of bits of paper in boxes, or there could be a page on an in-house website where people could vote anonymously; include a way for them to say why they are choosing each particular colleague.

On the last working day of the month, or another day of the month that suits your organisation, announce the winning colleague, give the reasons why, and offer them either a morning/afternoon off or a £25 voucher to somewhere of their choosing.

Again, there is a small financial cost, but huge gains in employee productivity and cohesiveness. An “attitude of gratitude” has been proven to boost happiness; encouraging staff to show gratitude to another member of staff will boost their happiness, and it will encourage everyone to be more aware of the good people do, rather than focusing on what could be negatives.

Practically everyone would love an ego boost, and would want to be chosen sometimes, so this would boost productivity, helpfulness, and support in your teams.



Tip Four

Have a community noticeboard where everyone will see it (near the tea and coffee facilities is possibly best). Give everyone the opportunity to post about things they have coming up, maybe events they're organising, or something they are looking for sponsors for, or sharing about a favourite book. It could be where you put the dates for the team lunch and learns, and people could write on which date they could lead. It could be where future trainings are shared. It would be where people are celebrated, as colleague of the month, and also birthdays, babies, weddings, new qualifications; everything that deserves to be celebrated!



Tip Five

Have a bring and share, long lunch every now and then. It's a great way of people sharing part of who they are; it's a wonderful way to boost open communication between all staff; and it's a more informal way of talking about what is going on in the business, and plans for the future. It's also a very useful way for you, as a team manager, to observe if anyone isn't engaging with other colleagues, giving you the opportunity to arrange a quiet chat to ask how they are, and ask what they need.

I hope you find these tips useful. Encouraging a community in your workplace will make people feel like they belong, that they are valued, and, when people feel that way, they're more likely to be loyal and more productive, which is a huge win for your business.

Please do get in touch if you would like to know more about the training sessions I offer, which are all about creating happier, kinder, more confident work spaces, which leads to higher staff retention and better levels of productivity.

You can email me at vie@VIPempowerment.co.uk