

Positive Effects of Support and Unity in the Workplace

It takes everyone

By: Nicole Williams Akindoyo



Working Relationships

Individual commitment to a group effort -- that is what makes a team work, a company work, a society work, a civilization work.

-Vince Lombardi

- **Workplace relationships** are unique interpersonal relationships with important implications for the individuals in those relationships, and the organizations in which the relationships exist and develop.
- Studies show that workplace relationships directly affect a worker's ability to succeed.

Working Relationships

- Trust, teamwork, communication and respect are keys to effective working relationships. Develop positive relationships with the individuals you interact with at work to make your job more enjoyable and productive. These connections could also serve as future references or contacts in your career.

Types of Working Relationships

- Coworkers
- Supervisors
- People you manage
- Clients
- Service providers
- Professional colleagues
- Office Friends

Effective Working Relationships

- Step 1 - Develop trust by guarding confidences and not gossiping. Keep your appointments and do your work well.
- Step 2- Collaborate with coworkers in a group project. Exchange ideas and be willing to change the way you usually do a task.

Effective Working Relationships

- Step 3 Improve your communication skills by listening attentively to others and speaking clearly. If you aren't sure you understand the other person, repeat the statement in your own words and ask whether you understand it correctly.

Effective Working Relation

- Step 4 - Show respect for others. Be interested in the perspectives of other workers, and be willing to examine viewpoints that are different from your own.

-Janice Tingum, Demand Media

Supporting Others

**It's not personal, it's
progress.**

Supporting Others

- Why do we need to support others?
- How do we support others?
- In what areas should we support others?

Why Do We Support Others

- Supporting each other positively makes for a happy and productive work environment.
- We do not have the same job functions.
- Respect of each other's roles is essential and necessary for the organization to succeed.
- You started in this field for a reason, remember that and make your days count!

Why Do We Support Others

- You never know what happened to someone on the way to work, the night before or even five minutes before you saw them.
- You could be the one to change someone's day for the better, or for the worse by your support or lack thereof.

How Do We Support Others

- Verbally
- Non-Verbally
- Written

Support Exercise 5 Minutes

- Write on a sheet of paper as many things as possible that you like about your job.
- Write on the other side, the many things you dislike about your job.
- (This is your own personal page, no one will see so don't be afraid to be honest and spill it!)

Support Exercise 5 Minutes

- Look at your list and think of 3 verbal ways that you could be supported by others.
- Write 3 things you can do verbally on a daily basis to support others.

Supporting Others Verbally

- It is easy to think of things people do wrong but how often do we think of things that others do right.

- “High performance teams have a ratio of almost 6 positive "utterances" to 1 negative.”

-John Gottman

Supporting Others Non-Verbally

- It takes all parts of a body to make it work.
- One part cannot function without the other no matter how big or small the title.
- Your job is essential to the person sitting beside you, even if you are not in the same department or same county.

Supporting Others Non Verbally

Remember upon the conduct of each depends the fate of all.”

-Alexander the Great

Supporting Others Written

- Random acts of kindness
 - Thank you notes
 - Positive comments about work efforts
 - Positive comments to the supervisors

Supporting Others

- Give each other a “BREAK” sometime.
- Each person has their own personal journey.
Each day includes work and personal life.

Supporting Others Exercise

- Building a Car Exercise (15 minutes)
- Presentation of the Car

Self Care

- When supporting each other, you first have to support yourself.

So What is “Self Care”

- Self care includes any INTENTIONAL actions you take to care for your physical, mental and emotional health.
- Good self care is a challenge for many people.
- Self care is unique for everyone.

Self Care - Stress

- 21 Ways to reduce stress during the work day handout
- Positive Steps to Wellbeing handout

Support and Unity Basics

- Support in your personal life proves to promote unity in your work life.
- Live each day as if you are going to be the only sunshine that a person sees.
- Your self care will eventually rub off on others because darkness can't last in light for long.

Support and Unity Basics

- 1. Support Yourself
- 2. Support Each Other
- 3. Enjoy Each Day
- 4. Tomorrow You Can Always Start Over