



## Positive Psychology at Work:

Feel more engaged, happy and fulfilled in what you do and who you are

Calgary Teacher's Convention 2020

### Statement of Intent:

I am here to learn about and make changes to my wellbeing as it relates to my work. I pledge to do my best with the small changes I have chosen to implement. I will also endeavor to share this information with my fellow colleagues and leaders so that we may work together to create a positive workplace environment where everyone's wellbeing is uplifted. I realize that I can only change what is within my power to control and will make necessary choices in order to be in good health for myself and those I love, however that looks/whatever that means for me.

### PERMAH framework

- Positive emotions – Boosting your Resilience
- Engagement - Developing your Strengths
- Relationships – Creating Connections
- Meaning – Making it Meaningful
- Accomplishment – Building Grit
- Health – Maximizing your Energy

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### Health - Maximizing Energy

	True	False
I struggle to regularly get at least 7-8 hours of sleep and I often wake up feeling tired		
Lately, I frequently skip breakfast or lunch, or I settle for something that isn't very nutritious		
Most weeks I don't exercise enough, either cardiovascular training at least 3x/week and strength training once/week		
I don't take regular breaks during the day to truly renew and recharge		
I frequently find myself struggling to feel as energetic as I would like		

How do you feel about your results?

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Why do you feel this way?

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What do you want to change?

What action can you take to get one step closer to this change? DON'T FORGET: Small Doable Accountability	<i>Go to bed 5 minutes earlier</i>
How will you track and/or celebrate your progress?	<i>Check the clock before I turn out the lights</i>
How will you buddy up/share with others?	<i>Text a friend in the morning</i>
What is your timeline?	<i>One week. Then increase it to 10 minutes earlier the following week</i>

Action Ideas:

- Bedtime routine
- Cope with nighttime wakings
- Eat Lunch
- Choose food based on energy impacts
- Pack a Snack
- Step it Up
- Don't be a Desk Dweller
- Exercise Early

At work:

What do you want to strive for to maximize your team's energy? DON'T FORGET Small Doable Accountability	<i>Have more walking meetings</i>
How will you track and/or celebrate your progress?	<i>Track in teams like a competition</i>
How will you buddy up/share with others?	<i>Check in regularly at team meetings</i>
Timeline/schedule	<i>Strive for 1x/week for one month</i>

## Positive Emotions – Boosting Resilience

Think about your experiences and feelings at work over the last month and note down what percentage of the time you've experienced the following emotions.

Positive Emotions		Negative Emotions	
Joy	Interest	Stress	Anxiety
Pride	Awe	Fear	Anger
Serenity	Gratitude	Guilt	Shame
Love	Hope	Sadness	Distrust
Inspiration	Amusement	Hate	Overwhelm
% Recently		% Recently	

How do you feel about your results?

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Why do you feel this way?

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What do you want to change?

What action can you take to get one step closer to this change? DON'T FORGET: Small Doable Accountability	
How will you track and/or celebrate your progress?	
How will you buddy up/share with others?	
What is your timeline?	

Ideas:

- **Get Outside**
- **Practice Gratitude**
- **5 Minute Favour**
- **Avoid social comparison** – Minimize time on social media or with those that trigger social comparison
- **Hold more positive meetings** – Ask “what’s working well?”

- **Reflect (don't ruminate)** – Distract yourself from ruminations over things that don't go your way
- **Don't judge, get curious** – Whenever you start to judge someone or something, instead, get curious about how you can find new ways forward
- **Decode Stress Messages** – What is your stress trying to tell you?
- **Set Stretch Goals** – Do things that scare you and reflect on how you're managing, what you're learning and what you want to repeat in the future
- **Navigate Negative People** – Minimize the amount of time you spend with them, inoculate yourself with a jolt of joy prior to seeing them, restore afterwards

At work:

What do you want to strive for to boost your team's resilience? DON'T FORGET Small Doable Accountability	<i>Run more positive team meetings by asking each time "what's working well?"</i>
How will you track and/or celebrate your progress?	<i>Ask staff to score with their fingers out of 5 how they're feeling at the start and end of each meeting</i>
How will you buddy up/share with others?	<i>Talk with a colleague about how the new style of meetings is working</i>
Timeline/schedule	<i>Every meeting for a week</i>

## Engagement – Developing Your Strengths

Name your top 5 strengths at work (the things you're good at and enjoy doing). Don't overthink it – you either know them or you don't. Quickly list them.

- 1.
- 2.
- 3.
- 4.
- 5.

Think about the last month you've spent at work and what you've typically spent your time doing most days. What percentage of this time has provided opportunities for you to develop your top 5 strengths and do what you do best?

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How do you feel about your results?

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Why do you feel this way?

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What do you want to change?

What action can you take to get one step closer to this change? DON'T FORGET: Small Doable Accountability	<i>Each day I'll pick one thing on my to-do list and note which strength I'll try to use more intentionally for this activity to create a strength surge.</i>
How will you track and/or celebrate your progress?	<i>At the end of the day, I will reflect on which strengths I used today and how I can use them tomorrow</i>
Who will you buddy up with or share in this with?	<i>Have the same conversation with a friend.</i>
Timeline	<i>One week</i>

Ideas:

- **Create Strength Surges** – Pick one or 2 tasks on your to-do that would benefit from the intentional use of your strengths
- **Conduct a Strengths Search** – On your way home, reflect on what worked well today and ask yourself: What strengths made that possible? What did I struggle with and how might I have been over or underplaying my strengths? How can I use my strengths tomorrow?
- **Best Possible Self journaling** – Write for 15-20 minutes about what your best possible self could look like at work if you were using your strengths more each day.
- **Look for strengths in others**
- **Navigate Strengths Collisions** – Consider how can you find respect and compassion for others' strengths so you can work better together
- **Ask for Strengths Feedback**
- **Hold Strength Check-ins** – What lit you up last week? What are you looking forward to this week? How can I help you continue to develop your strengths?

At work:

What do you want to strive for to develop your team's strengths? DON'T FORGET: Small Doable Accountability	<i>Have everyone on the team complete a strengths survey and discuss their results together</i>
How will you track and/or celebrate your progress?	<i>Include strengths check-ins at every meeting</i>
Who will you buddy up with or share in this with?	<i>Include strengths check-ins at every meeting</i>
Timeline/schedule	

### Relationships – Creating Connections

Think about your behaviour at work over the last month and rate yourself on a scale of 1 for never and 7 for always for each of the following questions.

	Never – 1	2	3	4	5	6	Always – 7
How often have you used email when a face-to-face conversation was needed?							
How often have you texted or emailed during a meeting?							
How often have you shown up late or left a meeting early with no explanation for the organizer?							
How often have you spoken unkindly of others?							
How often have you failed to listen or shown little interest in other's opinions?							

How do you feel about your results?

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Why do you feel this way?

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What do you want to change?

What action can you take to get one step closer to this change? DON'T FORGET: Small Doable Accountability	<i>Start my mornings with a 5-minute favour</i>
How will you track and/or celebrate your progress?	<i>Note who I've helped, what I did for them and how it's helped the relationship</i>
Who will you buddy up with or share in this with?	<i>Check in with others</i>
Timeline	

Ideas:

- **Strengths Spotting** – Look for colleagues' strengths throughout the day and share with them
- **Ask Appreciative Questions** – "What's working well at the moment?", "what's been the highlight of your week," "what are you looking forward to?"
- **Get Grateful** – Genuinely thank one person a day and be specific about how it helped you
- **Align acts of kindness to your strengths** – Give in ways that play to your interests and strengths
- **5 minute favours**
- **Do more of what matters** – Say no when you need to
- **Have Kind Conversations** – If you're clashing with a colleague remember to be curious and look for ways to draw on each other's strengths

At work:

What do you want to strive for to create connections among your team? DON'T FORGET: Small Doable Accountability	<i>Have more kind conversations</i>
How will you track and/or celebrate your progress?	<i>Note who you've spoken with, what you talked about and how it's shaping your relationship</i>
Who will you buddy up with or share in this with?	<i>Check in regularly at team meetings</i>
Timeline/schedule	

## Meaning – Make it Meaningful

What is the positive difference my work makes for others?

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How do you feel about your results?

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Why do you feel this way?

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What do you want to change?

What action can you take to get one step closer to this change? DON'T FORGET: Small Doable Accountability	
How will you track and/or celebrate your progress?	
Who will you buddy up with or share in this with?	
Timeline	

Ideas:

- **Notice the difference** you're making in those you impact
- **Create a Vision Statement** and find ways to bring it to life
- **Create Strengths Surges** – Find ways to make what you do each day an expression of your interests, values and strengths
- **Map Meaning** – What are all the ways you like to help others, inside and outside of work? What do you really like to do to help others? How can you create a small opportunity each day to do more of this?



- **Make the Mundane Meaningful** – What's the most tedious thing you have to do in your job? Then ask: who does this help? What difference does it make for them?
- **Engage in your passions**
- **Passion project at home or work**
- **Restore Balance** – Remind yourself of other things you love and are important to you in your life
- **Cultivate Alternative Passions** – Lower your chance of burnout by doing things you love unrelated to your job
- **Set Boundaries**

At work:

What do you want to strive for to improve your team's sense of meaning and purpose? DON'T FORGET: Small Doable Accountability	<i>Write down all the ways you make a positive difference for others. Consider: how does this relate to each of your roles? How does this relate to what your school is trying to achieve?</i>
How will you track and/or celebrate your progress?	<i>Use team meetings to check in on what difference you've made recently for others</i>
Who will you buddy up with or share in this with?	<i>Check in regularly at team meetings</i>
Timeline/schedule	

## Building Grit

Over the last month ...	Answer
When it comes to the way you work do you tend to a) power through and finish what you begin or b) become easily distracted?	
When you make a mistake at work do you tend to a) redouble your efforts or b) give up and find something else to try?	
And when it comes to your work do you tend to a) persist in developing your interests and ideas over multipole years or b) develop new interests each year?	

How do you feel about your results?

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Why do you feel this way?

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What do you want to change?

What action can you take to get one step closer to this change? DON'T FORGET: Small Doable Accountability	<i>Learn a new skill</i>
How will you track and/or celebrate your progress?	<i>List the small steps towards mastery and cross off as I accomplish each one</i>
Who will you buddy up with or share in this with?	<i>Tell a friend and ask them to check in</i>
Timeline	<i>Over the next few months</i>

Ideas:

- **Find your Fear Triggers** so you know when to activate your growth mindset
- **Set Learning Goals** not just performance goals
- **Set Goals You Know Might Fail** to increase your tolerance and acceptance of failure
- **Reframe Failure**
- **Reward Effort not just Outcomes**
- **Surround Yourself With Gritty People**
- **Soothe Your Pain** – certain physical postures can increase oxytocin and lower cortisol
- **Self-Compassion Mantra**
- **Get Grateful**
- **Be Proud/Celebrate**

At work:

What do you want to strive for to build your team's grit? DON'T FORGET: Small Doable Accountability	<i>Talking more openly about failure in my team</i>
How will you track and/or celebrate your progress?	<i>Share what we learn from our failures and post them somewhere all can see to learn from</i>

Who will you buddy up with or share in this with?	<i>Encourage others to share a failure they feel safe to as well</i>
Timeline/schedule:	

## Resources

University of Pennsylvania Authentic Happiness Questionnaire Centre:  
<https://www.authentichappiness.sas.upenn.edu/testcenter>

Permah Wellbeing Survey: [www.permahsurvey.com](http://www.permahsurvey.com)

Team Discussion Guide by Tom Rath (to help your team talk about ways to help each other eat, move and sleep better): <http://www.eatmovesleep.org/tools/>

Via Institute on Character: [www.viacharacter.org](http://www.viacharacter.org)

Civility Survey: [www.christineporath.com/assess-yourself/](http://www.christineporath.com/assess-yourself/)

Grit Survey: <https://angeladuckworth.com/grit-scale/>