5 Ways to Stop a Problem Before it Happens: Tips for encouraging a positive workplace culture

It is important for employees to feel comfortable in the workplace. Workplace conflict consumes about 2.8 hours per week, and approximately $6,000 per employee, per year. This lost productivity tends to drag down the workplace culture. To help, use these strategies to stop workplace conflict before it occurs.

Use situational conduct to modify actions and comments for different coworkers and employees.

Conduct may work for one person, but not for another. It is essential to be able to view a situation through your coworker’s perspective, and understand what is impacting their perceptions.

Learn to identify when someone is experiencing unwelcome conduct.

Be conscious of non-verbal communication from the people around you. Look for uncomfortable facial expressions, body language, and tone of voice.

Manage workplace functions appropriately.

Avoid serving alcohol at company events and establish a firm start and end time well beforehand. Remember to maintain the notion that leaders are still leaders even outside of the regular workday.

Make sure employees know how and when to raise a concern.

Often times, people feel uncomfortable speaking out when experiencing unwelcome conduct. It is important that employees understand how to raise a concern with management, or through the available hotline or online reporting services.

Educate employees on Emtrain’s Workplace Color Spectrum™.

Our color spectrum, found here, allows coworkers to easily communicate and identify actions and comments that undermine the workplace culture. Categorizing behavior into one of the four colors on the spectrum gives employees and managers a common language.