

## National Standard of Canada for Psychological Health and Safety in the Workplace

### Introducing and Implementing the Standard with your Team

#### Tips for Leaders:

Use this worksheet to encourage a discussion about **Recognition and Reward**. It is one of thirteen factors of the National Standard that have been shown to impact mental health of individuals in the workplace. Be sure to encourage discussion by being open to all answers and opinions from participants.

**When to have the conversation:** Consider setting aside some time at team meetings, hosting a team development series, or making it a priority discussion at a department retreat, etc.

#### Suggested materials for the discussion:

- laptop
- speakers
- projector and screen
- flip charts and markers, whiteboard or chalkboard

#### Suggested process:

1. **Watch** the [Recognition and Reward](#) video with your team or send it to them in advance so they can watch it before the meeting.
2. **Ask** your team to define the factor in their terms.
3. **Read** the definition of **Recognition and Reward**:
  - **Recognition and Reward** is present in a work environment where there is appropriate acknowledgement and appreciation of employees' efforts in a fair and timely manner. This includes appropriate and regular financial compensation, as well as employee or team celebrations, recognition of years served, and/or milestones reached.
  - Recognizing and rewarding employees motivates them, fuels their desire to excel, builds their self-esteem, encourages employees to exceed expectations, and enhances team success. This in turn, provides staff with more energy and enthusiasm and a greater sense of pride and participation in their work.
4. As a team, **discuss** the positive effects of developing or maintaining [this factor](#) including benefits to the employee and the workplace.
  - Have employees discuss what a positive work environment looks like to them.
  - Have employees discuss the negative effects and disadvantages to the employee and work environment.
5. **Ask** participants:
  - What actions could improve/bring about positive change [related to this factor](#) within the team or workplace.
  - How you as a leader can help bring about positive change [related to this factor](#).
  - How each member of the team can bring about positive change [related to this factor](#).
6. Commit to supporting change and be sure to follow-up when changes are implemented so your team sees their work is supporting **Recognition and Reward**.