

WORKPLACE INCIVILITY

INSTRUCTIONS

Start out the huddle by setting expectations for creating a safe space and being respectful of everyone's contributions. Give each staff member a copy of the Workplace Incivility handout and let them fill it out. After everyone is done, use the guiding questions to facilitate a group discussion.

Handout available at: www.safecarebc.ca/safetyhuddles

AFTER THIS HUDDLE

Staff should be:

- Able to know what workplace incivility is.
- Able to identify when they might be enabling workplace incivility.
- Empowered to contribute to a positive work environment.

NOTES TO THE HUDDLE LEADER

- Understand that this can be a sensitive and intimidating topic, so it is important not to pressure anyone who is hesitant to share their views and experiences.
- Use this opportunity to direct staff to the supports available to them when they experience or witness workplace incivility.
- Strained work relationships often make us want to work alone, which potentially puts us and the people we care for at risk. The people we care for can sense tension that exists between staff, and their behaviour may reflect that.

Civility Matters!

RESPECT • INCLUSION • KINDNESS



GUIDING QUESTIONS

- Did anything on the handout surprise you? Would anyone like to share what surprised them?
- Why is it important to build positive relationships with your co-workers? What actions can you take to build these relationships?