

- 1) Encourage the team to exercise.  
It's a natural antidepressant. If your organization can afford gym memberships, that's great. Encourage your team to make use of that benefit. More importantly, try ensuring that members of your team have the time to use it. But even a brisk, **15**-minute walk every day will do the trick. Help your form lunchtime walking teams.
- 2) Focus on the positive.  
Most of us listen to too much bad news. Tell your team about what's going right. Send out a daily email with a positive quotation or tidbit of good business news. Reading something positive first thing in the morning sets a positive tone for the day.
- 3) Listen for negative "self-talk."  
Teams and team members who beat themselves up over every mistake tend to focus on what they're doing wrong, not their successes. When you hear negativity, remind the employee(s) that the good they do always outweighs the little goofs. Preach the value of making it OK for team members to make honest mistakes.
- 4) Play up team' strengths.  
Everyone is good at something, but few of us excel at everything. Help your team identify each team member's strengths, and then assign them to work they're good at. Build teams whose members' skills complement one another.
- 5) Manage stress.  
No workplace is entirely stress-free, but some teams handle stress better than others. Bring in lunchtime speakers to educate the team about stress management, post-stress-busting exercises on your internal website.
- 6) Engage team in their work.  
The less they worry about squeezing in personal business, the better they can focus on work. Learn and support the organizations' work/life benefits, such as flextime, telework, child and elder care, and other benefits. As a leader, find ways to improve your team's lives, both in and out of the office.
- 7) Stop the negativity.  
Teams might not be able to completely avoid toxic co-workers, but they can limit their exposure. Enforce a "zero-tolerance" policy against harmful gossip and incivility.
- 8) Encourage high-quality relationships.  
They are critical to employee happiness. Create opportunities for co-workers and their families to socialize with "work friends."
- 9) Reward cheerfulness.  
Walking into a workplace of cheerful colleagues is a great way to shake off the blues. Catch team members and people smiling and thank them for it.
- 10) Help the team give back.  
Studies show that people who donate time and money are happier and healthier than others. Organize team building by volunteering at community events. If you can spare them for an hour or two a month, let the team volunteer on work time.
- 11) Focus on the greater good.  
Regularly remind the team of the value to others of their work, whether it's to fill a need, make customers happier or help the company meet its goals.
- 12) Show gratitude.  
Thank individual team members often. Celebrate team' accomplishments, praise team members in front of their peers.