

Gratitude Circle: A Quick Guide for Managers

Purpose

To promote a positive work environment by encouraging team members to express appreciation for one another, thereby enhancing morale and team cohesion.

Duration

Approximately 7 minutes

Group Size

Ideal for small to medium-sized teams (5-15 participants)

Materials Needed

- None (optional: a talking piece like a small ball or object to pass around)

Instructions

1. Gather the Team

- Assemble the team in a comfortable setting, forming a circle if possible.

2. Set the Tone

- Begin by explaining the purpose: "We're taking a few minutes to share our appreciation for one another. This helps build a supportive and positive team environment."

- Emphasize that participation is voluntary and that the focus is on genuine, specific acknowledgments.

3. Provide an Example

- Offer a personal example to model the activity: "I'd like to start by thanking Alex for stepping in to help with the project deadline last week. Your support made a big difference."

4. Facilitate Sharing

- Proceed around the circle, inviting each person to share a brief note of gratitude directed at another team member.

- Encourage specificity: rather than general praise, focus on particular actions or behaviors.

5. Conclude the Activity

- After everyone has had the opportunity to share, thank the team for their participation.

- Optionally, reflect on the experience: "It's uplifting to hear the positive impact we have on each other. Let's continue to support and appreciate one another."

Tips for Success

- Voluntary Participation: Ensure that no one feels forced to speak; it's okay to pass.

- Be Specific: Encourage mentions of particular actions or events to make the appreciation more meaningful.

- Maintain a Positive Atmosphere: Keep the tone uplifting and respectful.

- Regular Practice: Consider incorporating this activity into regular meetings to continually foster a culture of gratitude.