



# Is Your Workplace Toxic?

Toxic work environments lead to high turnover rates, employee illness, and low productivity at companies big and small. Here's a look at how toxic behaviors can negatively impact the well-being of your company and employees.

## What is a Toxic Work Environment?

Toxic workplaces are created by workers, customers, and employers who consistently engage in unhealthy work practices that lead to a stressful working environment. This includes but isn't limited to bullying, ostracism, humiliation, gossip, and more.

## Signs of a Toxic Work Environment

- ▲ Stress
- ▲ Gossip
- ▲ Bullying
- ▲ Harassment
- ▲ Exclusion
- ▲ Confrontation
- ▲ Ongoing drama
- ▲ Lack of communication

## Handling Toxic Work Environments

One of the first ways to address toxic work environments is to acknowledge the problems. Leaders and managers looking to make changes will want to look at the root of the issue. A checklist is one way to narrow down what's bringing down morale.

## Toxic Workplace Checklist:

- ✓ Do employees feel overworked?
- ✓ Is unethical behavior the norm?
- ✓ Is harassment an ongoing issue?
- ✓ Does gossip take up much of the workday?
- ✓ Are employees nagged or criticized often and publicly?
- ✓ Is bullying a regular occurrence — online or in-person?

## 3 Tips to Tackle Workplace Toxicity

### *Tip #1: Offer Resources That Matter*

Take a human-centered approach and look at what your team really needs to work as a functional work “family” without inviting unnecessary drama and damaging behavior into the workplace.

### *Tip #2: Develop a Supportive Coworker Network*

Coworkers who recognize they're on the same team tend to take a more positive, collaborative approach. Allow team members to gather together for camaraderie and events like team-building or Wellness Wednesdays. Offer a way for professional friendships to thrive.

### *Tip #3: Stand Up Against Bullying and Harassment*

Leaders and employees alike must stand up against bullying and harassment. Clear policies on both make it easier to dole out consequences, which makes it essential for leadership to ensure policy updates are in-line with company values.