



GIVING AT WORK

Make Space for Happy

What if taking your daily giving to work could help you build the skills employers value most?

Work gets busy. Giving doesn't have to be something extra. Small actions with the people you work with can build stronger relationships, meaningful workplace skills and a culture people want to be part of. It creates more space for happiness every day.

**Give.
Grow.
Lead.**



01 TEAMWORK

Give Together

Monthly Needs Drive

Collect food, coats, socks, toiletries or other local needs.

Lunch Money Day

Bring lunch. Give \$5 each to a charity your team chooses.

Team Give Project

Organize time for your team to volunteer their skills for a local charity.

BUILDS COLLABORATION • TEAMWORK • SHARED DECISION-MAKING



03 LEADERSHIP

Lead From Where You Are

Make Room at the Table

Invite a junior colleague to listen, learn and contribute.

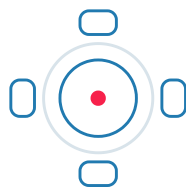
Start Something That Matters

Propose a giving project or workplace CSR initiative.

Bring an Idea to Life

See an opportunity? Gather people and take the first step.

BUILDS INITIATIVE • LEADERSHIP • SOCIAL INFLUENCE



Giving builds skills that last

Four ways to practice at work.

02 COMMUNICATION

Words Matter

Give Recognition

Tell someone specifically what they did well.

Check In & Listen

Ask how someone is doing. Give them your full attention.

Send the Thank-You

Thank someone who helped or made your work easier.

BUILDS COMMUNICATION • ACTIVE LISTENING • APPRECIATION

04 EMPATHY

Notice People

Notice Who's Overloaded

Ask, "What can I take off your plate today?"

Hear Another Perspective

Ask what someone else thinks. Really listen.

Remember the Human

Give someone having a hard day five minutes to talk.

BUILDS EMPATHY • PERSPECTIVE-TAKING • EMOTIONAL AWARENESS

Make giving part of how you live, work and show up in life.