

NEWS TO USE

DUTCHESS BOCES Human Resources
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APRIL 2017

What's Ahead...

Health Benefits - Open Enrollment

APRIL

CTLE

*Continuing
Teacher Leader
Education*

If you hold a **Permanent**
or **Professional Classroom**
or **Leadership** certificate

or a **Teaching Assistant Level III** certificate, it is important for you to learn about CTLE (formerly Professional Development) and how it affects you. Please take a few minutes to read about the new regulations which became effective July 1, 2016. www.highered.nysed.gov/tcert Click on Topics A-Z, Scroll to CTLE for all the current information.

If you have any questions please contact:

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A HAPPY WORKPLACE

Happy workplaces are innovative, attract the best employees, have lower absenteeism and employee turnover rates. But how do you create a happy workplace? We believe some of the answers are found in positive psychology—a fascinating field.

Here are the five findings from positive psychology that we believe are the most relevant to the workplace.

1. Positive emotions have many beneficial effects on us and on our job performance.

Studies have shown that experiencing positive emotions makes us:

- More productive
- More creative
- Healthier
- Less stressed
- More resilient

2. Emotions are contagious.

It turns out how people around you feel rubs off on you and vice versa. Being around others involves taking on some of their emotions and transferring some of yours to them. Being around happy people makes us a little happier. This is highly relevant in the workplace because it shows we don't exist in isolation. Happiness is a social phenomenon and each of us influence, and in turn are influenced by, the people around us.

3. Small actions can have a large effect on our happiness.

Simple interventions are surprisingly effective. Here are some examples of proven happiness interventions:

- Write a gratitude letter to a person who has helped you.

- Make a list of three good things that happened to you today/this week.
- Perform a random act of kindness for someone else.
- Receive positive feedback.

In the workplace, this means that while organizational factors like strategies, vision, values and processes do matter, it also matters how we work together and interact in our teams on a day-to-day basis.

4. Unexpected things make us happy.

According to research, we become happier, when good things happen to us but the effect is even bigger when good things happen to us unexpectedly. According to this research, a small well-meant surprising gesture towards an employee or a team may make them much happier.

5. Making others happy makes us happy.

It's been shown consistently that doing things to make yourself happier has a small effect on your happiness but more, this means that one of the most reliable paths to happiness at work is to focus less on your own happiness and more on making others happier.

The upshot – Happy employees are healthier. These findings from positive psychology help point the way on how to do it.