



We Want More People Joining Our Ranks

This one-page handout is filled with actionable items from the CACM opening keynote.

—Lee Silber

THE TIME IS NOW

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12 Simple Ways to Create Joy on The Job Right Now

01

Rewrite It

Rewrite your job description to focus less on tasks and duties and more on what it means to you and who you serve.

02

Focus On The Possibilities

Don't be a complainer, be an explainer. Come with solutions about how you plan to improve and fix things.

03

Keep Energy Up

Keep your energy up by competing against yourself, using music to improve your mood, and keep a reminder of your goal close by.

04

Don't Be Boring

Every interaction counts, so make sure to make others feel special and want to share their experience with you with others.

05

Celebrate

Make it a point to acknowledge even the smallest wins during the day. Make sure everyone counts and you let them know.

06

Share The Credit

Collaborating boosts our confidence, allows us to teach and learn, get help, and have fun. Sharing the credit is a bargain for the benefits.

07

A Mindset Shift

Focus on what you have, not on what you don't have. During the day take pictures of things that make you smile and feel good.

08

Watch What You Say

Add the word "Yet" to the end of any negative statement to change its meaning. Use strong words like absolutely and 100%.

09

Walk Your Talk

What do you want to be known for? Make sure you live your brand in everything you do and say.

10

Think Small

We can't change the world, we can change *our* world. Focus on small changes you can make to improve your workplace.

11

What I Can I Give

It takes no more time to see the good side of things. Look for people to compliment and know that what you put out comes back.

12

Kindness Counts

Improve remembering names, keep a stack of thank you cards handy, and go the extra mile and comment on other people's posts.