



## 10 WAYS TO CELEBRATE THE HOLIDAY SEASON AT WORK

### Coming WINTER 2012

- 1. Be inclusive.** In a [recent survey](#), over 98% of respondents said it was important or essential to celebrate the holidays at work. Many cultures enjoy and celebrate Christmas in Canada, even if it's not part of their personal or cultural tradition. Invite others to celebrate the "holidays" with you with a focus on shared values such as joy, hope, peace, giving, and the importance of family/friends.
- 2. Respect diversity.** Recognize that not everyone will be celebrating "Christmas." Instead of avoiding holiday celebrations altogether, consider celebrating more of them! Identify [cultural holidays throughout the year](#) that are relevant to your staff and clients/customers (e.g., Al-Hijra, birthdays, Chinese New Year, Diwali, Easter, Eid-al-Adha, Halloween, Hanukkah, Kwanzaa, Moon Festival, St. Patrick's Day, Summer/Winter Solstice).
- 3. Create a holiday atmosphere.** Play seasonal background music and consider engaging staff and clients in decorating office doors, shared space, or a tree in the lobby (perhaps as a place to leave gifts for a local charity or food bank).
- 4. Exchange gifts.** Gift giving is a holiday tradition that many people carry to the workplace. Consider drawing names for a gift exchange, taking a "secret Santa" approach (where the receiver doesn't know who the gift is from), or bringing gifts to a staff event where you draw numbers to either choose a new gift or "steal" one of those already selected.
- 5. Support a charity.** Canadians love to give, especially during the holiday [season](#). As an organization, consider choosing a local charity to support with time and money (perhaps give staff an extra-long lunch hour to volunteer in the community, organize a silent auction, or have an inter-departmental contest to see which team can raise the most money). Instead of exchanging gifts with co-workers, consider pooling your money and fill a hamper for a needy family or purchase from a [charitable gift catalogue](#).
- 6. Eat, drink, and be merry.** Food is an essential element of most celebrations, and the holiday season in Canada is no exception. Provide treats in the workplace (e.g., chocolate, cookies, oranges, mulled cider), arrange a potluck, or encourage staff to bring in their favourite holiday snacks. Many teams also enjoy a special restaurant meal together during the holidays.
- 7. Enjoy seasonal entertainment.** Whether forming an office choir, going on a carol cruise together, or inviting staff and their families to attend the local parade, take advantage of public events and enjoy them as a team.
- 8. Host a party!** Many organizations use the holiday season as a time to get together outside of office hours, often with spouses and/or families. If you have several team members who don't celebrate Christmas, consider a more generic holiday theme.
- 9. Facilitate balance.** Some people love the hustle and bustle of the holiday season and others find it exhausting, enjoying the extra days off to re-energize. Some families' finances are stretched to the limit; others have a greater ability to share and give. [Respect individual differences](#); don't expect all to participate equally in workplace holiday activities.
- 10. Consider your clients and customers.** Tempting as it may be to close your doors for "the holidays," people may still need access to your products and services. Aside from the statutory holidays, perhaps reduce staffing rather than closing down completely and publish "holiday hours" well in advance. Also, include clients/customers in your celebrations – set up a table with holiday treats, invite them to a lunch or party, or offer a special holiday promotion or sale.



We hope you'll join us in our upcoming courses.

Click on the course names below for more information.

#### Starting soon . . .

- [International / Global Careers - December 7, 2011](#)

#### CMPP Courses:

- [Career Development Foundations, Emerging Theories and Models](#)
- [Researching Workplace Trends, Career Information and Employment Possibilities](#)
- [Work Search Essentials 1: Resumes, Cover Letters and Career Portfolios](#)

#### Short Courses:

- [Proposal Writing / Responding to RFPs](#)
- [Marketing Programs and Services](#)

#### Certificate Courses:

- [Foundations for Practice in Educational and Vocational Guidance](#)
- [CPE510: Fundamentals of Psychometric Assessments](#)
- [Look Before You Leap: Self-Employment Survival Strategies](#)

[Click here](#) for our full course schedule



# DID YOU KNOW?



In today's "co-generational" workplace, it's becoming increasingly common for young managers to be overseeing the work of employees old enough to be their parents – a role reversal few are comfortable with. In "[Managing Mom and Dad at Work: What to Do When You're In Charge](#)," Jim Finkelstein provides practical tips for navigating this potential nightmare.

The Life Strategies team pools money each holiday season to order from the World Vision catalogue. Are you looking for a way to give back? If so, we welcome you to [click here](#) to contribute to our World Vision account – to help outfit a child for school, or to help a family start a business.



*Career Strategies for a Lifetime of Success:* Are you determined to better manage your career in the new year? Join career counsellor, Alexandra Dueck, for a [4 week facilitated e-group](#) that will help you get started; begins January 18, 2012. Special offer: get a free PDF copy of the brand new, fully revised 2012 edition of the [Career Strategies book](#).

# NEW RESOURCES



## *The Supervisory Skill Development Resource Guide.*

We're proud to introduce a project that we recently completed with the Asia Pacific Gateway Skills Table: *The Supervisory Skill Development Resource Guide*. Designed to help develop supervisory competencies within the "Gateway Sectors" (i.e., Trucking, Marine, Rail, Aviation, Security, and Construction), the guide includes a comprehensive supervisory skills framework, assessment checklists, and links to relevant training across BC. Find a free pdf version of the complete guide at: [http://hrwire.ca/media/APG\\_SuperGuide\\_20110926\\_web\\_final.pdf](http://hrwire.ca/media/APG_SuperGuide_20110926_web_final.pdf)

Check out our latest blog articles: [Celebrating the Holidays](#), and [My Diversity Dream](#).

# STUDENT OF THE MONTH



Annie Wilson recently completed e-Coaching, Job Developer, and Case Manager. Each of her instructors enthusiastically endorsed Annie as Student of the Month, commenting on her active participation; respectful, encouraging, and supportive attitude; enthusiasm, curiosity, and desire to learn; and her frequent sharing of stories to enrich the discussions.

Annie says: "I have been taking Life Strategies courses over the past couple of years. They have been very beneficial in [that] I have been able to update my skills as an employment facilitator in general but I have had my mind opened to many new thoughts and improvements to my practice. That is exactly what I needed, having worked in publicly funded employment programming for over 15 years . . . I really enjoy the readings and get a lot out of the comments of my classmates who come from diverse backgrounds . . . I look forward to taking more online courses with Life Strategies when I see if there is place for me in the new Employment Plan in BC. Thank you to all of my classmates and instructors this fall for opening me up to exciting new ways to work as an employment facilitator!"

# CONGRATULATIONS



Liz Whyte has successfully completed her **Global Career Development Facilitator** certificate.

The following students have recently completed their **Job Developer** certificates:

- Annie Wilson
- Diana Jex
- Diana Jolly
- Ernestine Busch
- Ryan Bouffard

The following students have recently completed their **Look Before You Leap: Self-Employment Survival Strategies** certificates:

- Sinead Keeley Howland
- Mike Patterson



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