**Email blurbs for Respect in the Workplace**

**Intro Email:**

Welcome to *Respect in the Workplace*. This email campaign is all about respecting others and respecting yourself. Why do we need to spend four weeks on this? *Canada is ranked 4th in the world for having aggressive workplaces.* Respect in the workplace is extremely important that goes beyond being polite and bullying others. In fact, it has to do with a lot of skills that are essential in any marriage or close relationship.

**Week 1 Introduction to Respect in the Workplace**

What is the golden rule we learned in kindergarten? Treat others as they wish to be treated. We often glaze over this, but it’s a serious issue that needs to be taken seriously. Respect involves listening to what others have to say before expressing your thoughts. It means not insulting or putting people down or their ideas. Read more to understand how to demonstrate respect at work, why it is essential, and examples of disrespectable behaviour.

**Week 2 Bullying in the Workplace**

Bullying doesn’t only happen in the playground, it can happen in the workplace too. Bullying takes on several disguises, which are outlined here. In fact, bullying is **3x more** prevalent than sexual harassment. Read this email to be more aware of how to identify workplace bullying, and whether you may be a bully or a recipient of a bully. If you are a recipient of a bully, next week will describe how to deal with that.

**Week 3 How to Deal with Disrespect**

You don’t want to be a tattletale but how to you deal with someone disrespecting you? This is an important week that will provide specific ways to handle disrespect, tips for communicating with a bully, and actual examples of what to say.

**Week 4 Self Respect**

We’ve spent three weeks on respecting others, what does it mean to respect yourself? Some of us can easily neglect this but it actually sets the tone for our relationships with others. This last week is highlights the importance of self respect and what that looks like in the workplace. The more your practice this, the better you will be, and the better your relationships will be with others. Remember, you are developing lifelong skills that are crucial in any basic relationship!