



Step 1: Understand

Positive workplace factors

Positive workplace factors are aspects of work that help workers feel safe, valued, connected, capable, and supported. This can improve their overall wellbeing, strengthen their ability to recover from stress, and help protect them against psychological harm. The workplace also benefits from promoting positive workplace factors as workers feel more job satisfaction, are more engaged and productive, and are less likely to leave or experience a workplace injury.



WORKCOVER
BOARD
Tasmania

An initiative of the WorkCover Board Tasmania, delivered by WorkSafe Tasmania

Healthy Work Design

Workplace factor	Why is it important?	How can I promote it?
Autonomy and job control	• Helps workers feel trusted and capable • Improves motivation and engagement • Helps workers manage competing demands more effectively	• Allow flexibility in how workers organise their day • Support workers to identify more efficient ways of working
Role clarity	• Reduces confusion and mistakes • Helps workers feel more confident in their role • Improves teamwork and accountability	• Discuss priorities regularly during busy periods • Check workers understand changing expectations • Provide regular feedback on performance and expectations
Flexible and supportive work practices	• Helps workers manage fatigue and personal responsibilities • Supports workers to stay healthy and productive at work • Can reduce burnout and absenteeism	• Encourage workers to take regular breaks • Encourage use of wellbeing supports and leave entitlements • Promote and discuss healthy work-life boundaries

Growth and Capability

Workplace factor	Why is it important?	How can I promote it?
Strengths-based and meaningful work	• Increases motivation and job satisfaction • Helps workers feel more engaged • Encourages ideas for improved ways of working	• Help workers identify and use their strengths • Give workers opportunities to contribute ideas • Celebrate progress and achievements
Opportunities for learning and development	• Increases expertise and capability • Helps workers adapt to change and new challenges • Supports worker retention	• Provide opportunities to learn from others • Set up a mentoring program for workers to share knowledge • Discuss skill development goals with workers

Workplace factor	Why is it important?	How can I promote it?
Recognition and appreciation	- Improves morale and motivation - Helps workers feel valued - Increases resilience during periods of high work demands	- Celebrate team milestones and successes - Thank workers for time and effort formally and informally

Leadership and Culture

Workplace factor	Why is it important?	How can I promote it?
Supportive leadership	- Improves trust and communication - Increases the chance of concerns being raised early	- Role model healthy work habits and respectful behaviour - Proactively check in on staff during stressful periods or change - Arrange regular one-on-one meetings with workers
Positive mental health culture	- Reduces stigma around mental health - Encourages early help-seeking - Creates a safer and more respectful workplace	- Introduce regular conversations about wellbeing - Share wellbeing resources and support information - Promote mental health awareness activities - Provide training to improve understanding of mental health and wellbeing
Psychological safety	- Encourages workers to speak up about risks, mistakes or concerns - Supports problem-solving and learning - Helps prevent issues from escalating	- Provide and promote regular opportunities for worker feedback and input - Thank workers for raising concerns or ideas - Encourage respectful disagreement and discussion





Connection and Belonging

Workplace factor	Why is it important?	How can I promote it?
Inclusion and acceptance	• Strengthens belonging and reduces intention to leave the workplace • Helps workers feel safe to speak up and participate • Reduces conflict and workplace tension	• Use inclusive language and communication • Include all workers in team activities and discussions • Celebrate diversity in the workplace
Peer support	• Reduces feelings of isolation • Protects mental health during stressful work periods • Encourages early help-seeking	• Create opportunities for connection • Promote a culture where asking for help is normal • Create a buddy system for new staff to connect with existing staff for support
Worker cohesion and positive relationships	• Helps teams work more effectively under pressure • Increases productivity through teamwork	• Create opportunities for team connection in meetings and while completing tasks • Encourage collaboration across teams or roles • Celebrate shared achievements as a team • Hold team-building activities and social events



For more information and guidance, please see www.worksafe.tas.gov.au/mindsmatter