

live well, work well

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Workplace Bullying

Four times more common than sexual harassment or racial discrimination in the workplace, bullying should be taken seriously. While it's non-physical, bullying can cause serious emotional harm.

What is Workplace Bullying?

Generally, workplace bullying is defined as the use of intimidation through power, influence, tone or language to affect a person negatively. Often, bullying is intentional, but at times the bully is not aware of their hurtful actions or words.

Risks

At a minimum, workplace bullying affects safety, productivity, trust and the workplace culture. Being bullied not only puts a huge emotional strain on someone, but in turn could put a financial strain on the company due to unhappy or less-productive employees.

Signs of Bullying

A few of the common signs of bullying include the following:

- Not recognizing achievements or efforts
- Not providing an employee with opportunities for development
- Changing workplace rules regularly
- Reprimanding or humiliating an employee publicly
- Name-calling or insults
- Monitoring an employee's work more than is normal for your organization
- Spreading rumors
- Ignoring or excluding
- Setting someone up for failure

What Can Be Done?

If you feel that you or a co-worker is being bullied, do something. Some ways to take a stand on workplace bullying include:

- Report the bullying to your supervisor – if the bully is your supervisor, report the behavior to another manager or HR
- Confront the bully professionally, letting him or her know how their actions make you feel
- Report to management on your work or projects – bullies sometimes try to make it seem like others are not pulling their weight
- Try to maintain a positive outlook on the situation and your job

Did You Know...?

Thirty-five percent of the U.S. workforce report being bullied at work. That's over 54 million Americans.