

Micro-Affirmations Examples To Use At Work.



This resource is designed to:

- ➔ Build everyday inclusive behaviours that strengthen trust, belonging, and psychological safety
- ➔ Support individuals and leaders to recognise, affirm, and value diverse contributions
- ➔ Turn inclusion into a consistent daily practice

Micro- affirmations are:

Micro-affirmations are small, often subtle acts or words that acknowledge, validate & support someone's contributions or identity. They're the positive flipside of micro-aggressions, tiny moments of recognition that build inclusion, belonging, and confidence over time. Micro-affirmations reinforce equity and belonging because they signal respect, recognition, and support, making people feel seen and valued.

Workplace examples: for meetings

- Explicitly naming and thanking someone's contribution: e.g, "I want to acknowledge X's point, it really moved our thinking forward."
- Redirecting attention back to someone whose idea was overlooked or interrupted.
- Inviting quieter colleagues to share, without pressure or spotlighting.
- Showing active listening through eye contact, nodding, and verbal affirmation.
- Asking for someone's perspective before decisions are finalised, signalling their voice matters.
- Publicly recognising behind-the-scenes contributions that often go unseen.

Workplace examples: for everyday Interactions

- Acknowledging someone warmly in shared spaces, a genuine greeting, smile, or nod.
- Remembering and respecting how someone prefers to communicate or work.
- Checking understanding rather than making assumptions about intent or ability.
- Expressing appreciation for reliability, care, or emotional labour, not just visibility.
- Making time for brief, human check-ins that signal someone matters beyond their output.

Workplace examples: for challenging moments

- Acknowledging feelings without minimising: e.g, “That reaction makes sense given the situation.”
- Showing patience when someone is learning, adjusting, or correcting a mistake.
- Recognising external pressures or personal circumstances without judgement.
- Reassuring someone that their worth and contributions remain valued, even in challenging situations.

Workplace examples: for supporting marginalised colleagues

- Consistently using correct names and pronouns, without making it a spectacle.
- Treating lived experience and diverse perspectives as expertise, not “nice to have.”
- Following up in private to provide support, without requiring others to manage emotions publicly.
- Advocating for credit, visibility, and fairness when it may otherwise be lost.
- Publicly affirming inclusion or equity work as meaningful, skilled labour.

Workplace examples: For leadership moments

- Highlighting someone’s contribution publicly to reinforce credibility and belonging.
- Creating opportunities aligned with people’s strengths and aspirations.
- Providing mentorship, showing confidence in someone’s growth and potential.
- Making space for different leadership and communication styles.
- Naming when you’ve learned from others, reinforcing mutual respect and shared growth.

Workplace examples: for feedback

- Recognising effort and impact, not just outcomes or seniority.
- Naming creativity or innovation explicitly: e.g, “That approach was thoughtful and original.”
- Following up on someone’s suggestion and showing how it influenced action.
- Sending a brief message of appreciation to acknowledge support or collaboration.
- Celebrating milestones and achievements to affirm progress and growth.