



# 2025 HR Calendar



Bonusly's 2025 HR Calendar is a strategic tool designed to help HR professionals streamline their annual planning and optimize their workforce initiatives. This calendar includes a comprehensive list of key holidays, awareness months, and cultural activities tailor-made to help you keep your teams motivated and engaged—and save you time in the process.

Covering everything from Employee Appreciation Day and Mental Health Awareness Month to innovative themed campaigns for team building and

DEI initiatives, Bonusly's HR Calendar enables HR teams to stay organized and proactive.

The calendar is crafted with insights and recommendations on timely HR programs, making it easy to cultivate your culture, build a sense of belonging, improve employee engagement—and ultimately foster higher-performing teams.



# January

Get the new year rolling with these key dates for January. From holidays to tax deadlines, keep your team informed and engaged from the start.

## Month-long Programming Ideas

### National Mentoring Month

- **Launch a mentorship program:** Start a structured mentorship program to connect employees across different levels and departments, fostering growth and knowledge-sharing.
- **Spotlight mentorship success stories:** Share inspiring stories of successful mentorships within the company to showcase the positive impact of guidance and support on [career development](#).
- **Offer training on mentoring skills:** Provide workshops on effective mentoring, equipping mentors and mentees with the skills to build strong, productive relationships.
- **Recognize outstanding mentors via Bonusly:** Use Bonusly to acknowledge and reward mentors who have made a significant difference, reinforcing a [culture of appreciation](#).

### Financial Wellness Month

- **Host financial literacy workshops:** Offer workshops covering budgeting, saving, investing, and other essential topics to improve employees' financial confidence and knowledge.
- **Share financial resources and tools:** Provide access to financial tools, articles, and resources that can help employees better manage their finances and plan for the future.
- **Match contributions to savings or retirement plans:** Encourage financial health by matching employee contributions to savings or retirement funds, enhancing long-term financial security.
- **Host a financial wellness challenge via Bonusly:** [Use Bonusly to engage employees](#) in a financial wellness challenge, motivating them to reach financial goals and adopt healthy financial habits.

## Compliance Deadlines

**By January 31:** Distribute W-2s, 1099s, 1095-B, and 1095-C forms (if applicable)

Ensure that [all necessary tax forms](#) are distributed to employees, helping them prepare for tax season.

## January 2025

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## Holidays

### January 1: New Year's Day

A public holiday and a great opportunity to start fresh by sharing new [goals](#) and encouraging a positive outlook for the new year.

### January 20: Martin Luther King Jr. Day / Inauguration Day

Observe MLK Day by acknowledging Dr. King's contributions to equality, and keep in mind Inauguration Day, which occurs every four years, is an impactful civic event.

### January 29: Chinese New Year – or the Spring Festival

Celebrates the beginning of a new year on the traditional lunisolar Chinese calendar.

## Employee Engagement Opportunities

### January 11: International Thank You Day

Remind your team to take a moment to [express gratitude](#) and appreciation to others, fostering a culture of acknowledgment and positivity.

### January 13: National Clean Your Desk Day

Encourage employees to tidy up their workspace, promoting organization and a refreshed environment to boost productivity.

### January 25: Thank Your Mentor Day

Highlight the value of mentorship within your organization by encouraging employees to recognize and thank their mentors.

# February

Honor Black History Month with educational events and support for Black-owned businesses. Promote kindness on Random Acts of Kindness Day and inclusivity on Valentine's Day.

## Month-long Programming Ideas

### Black History Month

- **Host educational events featuring Black voices:** Organize events, webinars, or panels that feature Black leaders, activists, or scholars to educate and inspire employees about Black history and culture.
- **Highlight Black-owned businesses:** Support and promote [Black-owned businesses](#) within your community or supply chain, fostering economic empowerment and diversity.
- **Create space for Employee Resource Groups (ERGs):** Encourage and provide support for Black employee resource groups, giving them a platform to connect, share, and advocate for equity within the workplace.
- **Sponsor events, community partnerships, or cultural outings:** Partner with local organizations or sponsor cultural events to celebrate Black culture and [engage employees in meaningful ways](#).
- **Internal spotlights on Black team members:** Feature and recognize Black employees through [internal communications](#), celebrating their contributions and achievements within the company.
- **Feature Black History Month in your communications:** Use internal newsletters, emails, and other communication channels to highlight Black History Month and reinforce the company's commitment to diversity and inclusion.

For more ideas, check out our blog post "[8 Meaningful Ways to Celebrate Black History Month at Work](#)."

## Compliance Deadlines

### February 1: OSHA Form 300A Posting

Ensure that the [OSHA Form 300A](#), summarizing workplace injuries and illnesses, is posted where employees can easily see it, as required by law.

## February 2025

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## Holidays

### February 28: Start of Ramadan

Recognize Ramadan and employees who celebrate by considering flexible working schedules and PTO requests.

## Employee Engagement Opportunities

### February 14: Valentine's Day

Acknowledge the occasion with thoughtful gestures of appreciation for employees, while maintaining an inclusive, non-romantic focus.

### February 17: Random Acts of Kindness Day

Encourage employees to perform small acts of kindness, whether in the workplace or the community, and recognize their positive contributions to [building a supportive culture](#).

Check out our blog post

## 14 Ways to Celebrate Valentine's Day in the Workplace

[Read the blog](#)

# March

Celebrate Women's History Month and advance gender equity with events and acknowledgments.

## Month-long Programming Ideas

### Women's History Month

- **Invite Inspiring Speakers:** Organize talks with influential women leaders who can share insights, inspire, and encourage discussion on women's contributions and challenges.
- **Highlight Women's History:** Share stories and content that celebrate important events, figures, and milestones in women's history, both globally and within your organization.
- **Spotlight Women Leaders:** Recognize women leaders within your organization or community by sharing their stories, career paths, and accomplishments, providing role models and inspiration.
- **Foster Networking Opportunities:** Host networking sessions, panels, or mentoring events that create connections and open discussions on career development, challenges, and successes among women.
- **Encourage Acknowledgements and Appreciation:** Encourage employees to recognize the achievements of women colleagues, fostering a culture of appreciation and support throughout the month on your Bonusly feed.

### Gender Equality Month

- **Engage in open dialogue and conversations:** Create forums, panel discussions, or workshops that encourage honest and constructive conversations about gender equality, challenges, and opportunities in the workplace.
- **Audit and promote equal opportunities across your organization:** Conduct a review of your organization's hiring, promotion, and compensation practices to ensure gender equity and take action where needed to close any gaps.
- **Implement gender-neutral policies and benefits:** Review policies and benefits to ensure they are inclusive of all gender identities, such as gender-neutral parental leave and equal healthcare coverage.
- **Promote inclusive language and practices:** Encourage the use of [inclusive language in all communication](#), provide training, and ensure workplace practices are welcoming to all gender identities.

## Compliance Deadlines

### March 2: Submit Form 300A to OSHA

Deadline to submit [OSHA Form 300A](#), summarizing work-related injuries and illnesses from the previous year.

### March 31: Deadline to file 1094-C and 1095-C electronically

## March 2025

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## Holidays

### March 14: Holi

A significant Hindu festival also known as the Festival of Colours

## Employee Engagement Opportunities

### March 4: Mardi Gras

Celebrate Mardi Gras with festive decorations, team activities, and cultural appreciation.

### March 7: Employee Appreciation Day

[Show appreciation for employees](#) with recognition and rewards, reinforcing their value to the organization.

### March 8: International Women's Day

[Honor the achievements](#) of women globally and support initiatives that advance gender equity.

### March 17: St. Patrick's Day

Celebrate St. Patrick's Day with themed events, decorations, and Irish-inspired activities.

### March 31: Equal Pay Day

### March 31: International Transgender Visibility Day

Check out our blog post

## 15 Excellent Ways to Celebrate Employee Appreciation Day

[Read the blog](#)

# April

Focus on stress relief during Stress Awareness Month with wellness workshops and flexible work options. Celebrate Earth Day and Administrative Professionals Day with activities that foster well-being and gratitude.

## Month-long Programming Ideas

### National Stress Awareness Month

- **Host stress-relief workshops:** Offer sessions on mindfulness, meditation, or yoga to help employees manage stress effectively.
- **Encourage breaks:** Set up intentional virtual breaks, or if you're in-office, have designated relaxation zones with soothing activities like coloring books, puzzles, or aromatherapy.
- **Provide wellness perks:** Partner with [wellness providers](#) to offer discounts on massages, fitness classes, or counseling services.
- **Share stress-management resources:** Create a library of articles, podcasts, or videos on stress reduction and coping strategies.
- **Organize team bonding activities:** Plan fun, [low-stress activities](#) like game days or team walks to promote camaraderie and relaxation.
- **Offer flexible work options:** Allow employees to adjust their schedules or work remotely to reduce stress associated with commuting or rigid hours.

## Compliance Deadlines

### April 15: Tax Day

Offer resources or reminders about financial wellness, such as tips for last-minute IRA or HSA contributions for the prior tax year.

## April 2025

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## Employee Engagement Opportunities

### April 1: April Fool's Day

Encourage lighthearted fun with harmless office pranks or a virtual joke contest to boost morale and foster camaraderie.

### April 7: World Health Day

Promote wellness by sharing health tips, organizing a workplace fitness challenge, or hosting a wellness fair.

### April 11: National Pet Day

Celebrate furry friends by inviting employees to share photos of their pets, hosting a [pet-themed contest in Bonusly](#), or donating to a local animal shelter.

### April 18: Administrative Professionals Day

[Show appreciation](#) for administrative staff with thoughtful gifts, recognition events, or personalized messages of gratitude.

### April 22: Earth Day

Encourage eco-consciousness by organizing a workplace cleanup, sharing sustainability tips, or hosting a tree-planting event.

Check out our blog post

## 5 Sustainable Ways to Celebrate Earth Day at Work

[Read the blog](#)

# May

Support mental health awareness with panels, advocacy, and self-care initiatives. Celebrate cultural diversity on Cinco de Mayo and honor mothers on Mother's Day.

## Month-long Programming Ideas

### Mental Health Awareness Month

- **Host mental health panels:** Invite experts or mental health advocates to share insights and answer employee questions in a [judgment-free setting](#).
- **Offer a mental health day off:** Provide employees with a designated day to focus on rest, self-care, or personal wellness activities.
- **Promote employee benefits for mental health:** Review and promote enhanced mental health benefits, such as therapy reimbursements, EAPs, or [wellness app subscriptions](#).
- **Recognize and support mental health advocacy:** Celebrate employees who champion [mental health initiatives](#) and encourage peer-to-peer support.
- **Collaborate with mental health organizations:** Partner with nonprofits or host fundraisers to raise awareness and support broader mental health initiatives.

## Employee Engagement Opportunities

### May 4: Star Wars Day

Offer a lighthearted opportunity for themed fun and team bonding.

### May 11: Mother's Day

Honor working mothers with messages of appreciation or [small tokens of gratitude](#).

## May 2025

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## Holidays

### May 5: Cinco de Mayo

Celebrate cultural diversity with food or activities inspired by Mexican heritage.

### May 26: Memorial Day

A federal holiday to honor military service members who sacrificed their lives, observed with ceremonies or acknowledgments in the workplace.

# June

Pride Month promotes inclusion through events, allyship resources, and community support. Celebrate Juneteenth, World Environment Day, and International Yoga Day for cultural and personal growth.

## Month-long Programming Ideas

### LGBTQ+ Pride Month

- **Show visible support:** Decorate office spaces or digital platforms with Pride flags, rainbow colors, or inclusive messages to demonstrate solidarity.
- **Update company policies:** Review and reinforce [anti-discrimination policies](#) and ensure benefits are inclusive of LGBTQ+ employees and their families.
- **Celebrate with events:** Organize Pride-themed events like potlucks, trivia games, or storytelling sessions where employees can share personal journeys.
- **Partner with LGBTQ+ organizations:** Collaborate with nonprofits or participate in local Pride events to demonstrate active support and give back to the community.
- **Offer inclusive resources:** Provide employees with resources on LGBTQ+ allyship, mental health support, and inclusive workplace practices.
- **Highlight LGBTQ+ voices:** Share stories or accomplishments of LGBTQ+ individuals within your organization or in broader society through internal communications.

## Holidays

### June 6: Eid al-Adha

The second of the two main Islamic holidays, translated as the “Feast of Sacrifice”

### June 19: Juneteenth

Honor the emancipation of enslaved African Americans in the United States. Check out our blog post [“How to Celebrate Juneteenth at Work”](#) for a full list of ways to celebrate.

## June 2025

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## Employee Engagement Opportunities

### June 5: World Environment Day

Focus on sustainability and environmental awareness.

### June 14: Flag Day

Recognize the adoption of the U.S. flag.

### June 15: Father's Day

Celebrate fathers and father figures in your organization.

### June 21: International Yoga Day

Mark the longest day of the year and promote wellness through yoga.

For more ways to support, read our blog post

## 3 Ways to Support LGBTQI+ Employees in Pride Month & Beyond

[Read the blog](#)

# July

Summer is in full swing, make sure you don't miss these chances to engage with your employees.

## Holidays

### July 4: Independence Day

Celebrate U.S. independence by organizing a patriotic-themed event and offering flexible hours to allow for personal celebrations.

## Employee Engagement Opportunities

### July 30: International Day of Friendship

Foster connections among employees by organizing team-building activities to promote new relationships and encourage teamwork. See our full list of "[20 Meaningful Team Building Activities for Stronger Teams](#)"

## Compliance Deadlines

July 31: [Quarterly Federal Tax Return Form 941 due](#)

July 2025

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# August

As schools typically resume in mid to late August, employers could offer flexible hours or special acknowledgement of employees with children returning to school.

## Employee Engagement Opportunities

### August 9: International Day of the World's Indigenous Peoples

A day to recognize and celebrate Indigenous cultures and contributions globally.

### August 15: National Relaxation Day

A great opportunity to encourage employees to take a break or [offer wellness programs](#).

### August 26: Women's Equality Day

Celebrates the passage of the 19th Amendment, and can be acknowledged with initiatives around [gender equality in the workplace](#).

### August 26: National Dog Day

A fun observance for pet-friendly workplaces to share their furry friends.

August 2025

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# September

Get the fall started by reminding (or incentivizing with [Bonusly](#)) your employees to get their flu shots.

## Employee Engagement Opportunities

### September 6: National Read a Book Day

A great opportunity to promote literacy and encourage employees to read for personal development.

### September 11: Patriot Day

A day of remembrance for the victims of the September 11, 2001 attacks.

### September 16: National Working Parents Day

A day to recognize and support employees [balancing work](#) and family responsibilities.

### September 21: International Day of Peace

A day to promote peace and non-violence across the globe.

### September 28: National Coffee Day

A fun day for coffee-themed events or simply celebrating employees' love for their daily brew.

## September 2025

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## Holidays

### September 1: Labor Day (U.S.)

A day to honor and recognize the American labor movement and the contributions of workers.

### September 22: Start of Rosh Hashnah

The New Year in Judaism.

# October

Highlight Breast Cancer Awareness Month with charity events and educational initiatives. Celebrate Halloween, Boss's Day, and National Coming Out Day to engage and include employees.

## Month-long Programming Ideas

### Breast Cancer Awareness Month

- **Charity walks/runs:** Organize a team to participate in local charity events like a "Race for the Cure" or another breast cancer-related fundraising walk/run.
- **Encourage employees to wear pink:** Designate certain days in October for employees to wear pink clothing, accessories, or pins to show solidarity with those affected by breast cancer.
- **Encourage self-checks:** Educate employees on how to perform breast self-exams and the importance of early detection.

## Employee Engagement Opportunities

### October 10: World Mental Health Day

Promote mental wellness by offering workshops, stress-relief activities, and sharing mental health resources with employees.

### October 11: National Coming Out Day

Show support for the LGBTQ+ community by fostering an inclusive workplace and encouraging open discussions about diversity and equality.

### October 16: Boss's Day

Recognize and appreciate [leaders](#) with thank-you notes, team celebrations, or a special appreciation event.

### October 31: Halloween

Host a costume contest, decorate the office, and offer Halloween-themed treats and activities to engage employees.

## October 2025

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## Holidays

### October 1: Yom Kippur

The holiest day of the year in Judaism.

### October 20: Diwali

Recognize the Hindu festival of lights for those who celebrate.

For more ideas, check out our blog

## 5 Creative Ways to Celebrate National Boss's Day

[Read the blog](#)

# November

Make sure you don't miss these key events as you kick off the busy holiday season at your organization.

## Month-long Programming Ideas

### National Native American Heritage Month

- **Highlight Native American contributions:** Use internal communication channels to spotlight Native American contributions to society, arts, science, and history. Share stories, articles, and videos to educate employees about Native American culture and history.
- **Support Native American organizations:** Organize fundraising initiatives for Native American charities or communities.
- **Promote inclusivity and awareness:** Offer training on cultural competency and the importance of respecting Native American heritage.

For an extensive list, check out "[8 Ways to Celebrate Native American Heritage Month at Work](#)"

## Employee Engagement Opportunities

### November 13: World Kindness Day

Promote acts of kindness by encouraging employees to perform random [acts of kindness](#) in and outside the workplace. Organize a kindness challenge or recognition program where employees nominate others for their kind deeds through Bonusly.

### November 29: Small Business Saturday

Support local small businesses by encouraging employees to shop locally or partnering with small businesses for corporate gifts.

## November 2025

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## Holidays

### November 11: Veterans Day

Honor military veterans by hosting a recognition ceremony, sharing stories of employees who are veterans, or offering a moment of silence. Consider offering veterans paid leave or flexible hours for those who wish to participate in ceremonies or events.

### November 27: Thanksgiving (U.S.)

Celebrate gratitude by hosting a company-wide "thankful wall," where employees can post what they are grateful for. This can be done on your Bonusly feed.

Download our

## Thanksgiving Work Activity: Gratitude Bingo

Download now

# December

As the year comes to an end, don't forget to send these year-end reminders to your employees.

## Year-End Reminders

- Remind employees to review and update their W-4 forms (if needed) to ensure correct tax withholding for the upcoming year. Changes in life circumstances (e.g., marriage, children, or other significant life events) may require updates to avoid under- or over-withholding.
- If there's an open enrollment period for [benefits](#) (health insurance, retirement plans, etc.), remind employees to review and make any necessary changes before the deadline.
- Remind employees to use any remaining [PTO days](#) or paid leave before the end of the year to avoid forfeiting unused days (if applicable).
- If your organization offers a 401(k) plan or other retirement savings options, ensure employees are aware of contribution limits and the ability to make year-end catch-up contributions.
- Remind employees of any updates to company policies or handbooks.
- Be aware of and remind employees of any state-specific compliance issues, such as new wage laws, paid sick leave, family leave entitlements, or workplace protections.

## Employee Engagement Opportunities

- December 3: International Day of Persons with Disabilities**  
Celebrate the contributions of employees with disabilities and promote an inclusive workplace.
- December 5: International Volunteer Day**  
Encourage employees to volunteer by offering paid time off for community service or [donating to volunteer causes](#).
- December 10: Human Rights Day**  
Promote human rights awareness by hosting educational workshops or discussions about equality, diversity, and justice.

## December 2025

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## Holidays

- December 7: Hanukkah Begins (Evening)**  
Acknowledge and celebrate the traditions of Hanukkah by offering educational sessions about its significance.
- December 25: Christmas Day**  
Celebrate by offering time off for employees to enjoy the holiday.
- December 26: Kwanzaa Begins (Evening)**  
Celebrate Kwanzaa by learning about its cultural significance, including its focus on unity, self-determination, and creativity.
- December 31: New Year's Eve**  
Host a year-end celebration to reflect on achievements and [set goals for the new year](#).

For a full list of year-end reminders, check out

## Employee Announcements You Should Be Sending [+ Templates]

[Read the blog](#)