



Today's objective: Learn why 1:1s are so important and the best practices for having great engagement with your direct reports.



According to research by the Gallup organization and by Marcus Buckingham, effective 1:1s are one of the best ways to drive employee engagement. Highly engaged employees in turn, do great work. *

Highly engaged employees:

- ❖ Clearly understand what is expected
- ❖ Know they will be recognized for excellent work
- ❖ Seek challenge to grow
- ❖ Know that their boss and teammates have their back

The purpose of 1:1s **

- ❖ Build Trust
- ❖ Gain a shared context; how the work syncs with organizational or partner goals
- ❖ Support career growth
- ❖ Problem solve and solicit help

* Book recommendations and source *The Nine Lies About Work* by Marcus Buckingham and Ashley Goodall 2019

**Book recommendation and source *Resilient Management* by Lara Hogan, 2019



Check in regularly. Always prioritize 1:1 time don't shuffle/reschedule often, be on time:

- ❖ Your focus signals that you care, and that you are engaged in the work

Create a standing agenda, where the employee brings updates and requests to you.

Your role as leader is to listen and to remove roadblocks.

Ideas for a standing agenda:

- ❖ Check in personally
- ❖ Review the work; results, roadblocks
- ❖ Provide feedback (positive and constructive) context and support
- ❖ Ask about upcoming plans to continue to move work forward.



How can you make your 1:1s more engaging?