

Eight Questions Every Manager Should Ask Employees to Facilitate Their Engagement

Instructions: Use the questions listed below to have in-depth conversations with your employees to assess their level of engagement in both their work and the organization. Respond to the comments by the employees, and take action steps you are willing and able to commit to. Keep your commitments. You can ask all of these questions or in some combination during normal 1:1 meetings.

Question	Response
<p><i>Feedback and Recognition:</i></p> <ol style="list-style-type: none"> 1. What additional feedback, if any, do you need from me? 2. What types of recognition have you most appreciated for your efforts in the past, and in what ways could I better acknowledge the work you are doing? 	
<p><i>Job Satisfaction and Career Interests:</i></p> <ol style="list-style-type: none"> 3. What assignments over the last 6 months have you found to be the most satisfying/frustrating? 4. How have I been doing in terms of supporting the work you have been doing? Anything I can do to improve? 5. How can I help you think through your career goals? 	
<p><i>Development and Growth Opportunities:</i></p> <ol style="list-style-type: none"> 6. What capabilities do you feel are critical to your success in your current role? 7. What skills or knowledge do you feel you need to acquire or expand upon to continue to grow and develop professionally? 8. Are there any specific work assignments or training opportunities that interest you? 	