

**Conversations**



* What do you enjoy most about your role?
* What work is leveraging your superpowers?
* What new thing(s) would you like to learn this year?
* What gets in the way of you delivering for your customers?
* What can I do better to support your development and make your overall experience at work better?
* Given the current social climate (COVID-19/protests related to racial injustice), tell me about your experience in the organization. Is there anything you’d like to see different?

**Question Bank**

**Here are 6 questions we recommend you ask in your engagement conversation.**

**Career Growth and Development**

* How does the work you're doing align with future aspirations? How can I support these aspirations?
* What would you like to be working on/contributing to the organization two years from now? How about 5 years from now? Do you have an ultimate career goal you are aspiring to?
* What have been your positive experiences in the area of learning, development, and growth? And are there ways where we could increase that growth?
* (If currently an IC) Are you interested in becoming a people manager?
* Are you successfully able to balance work and personal commitments? What would help you be more successful?
* Do you have access to the information, tools, and resources to deliver in your role? What would help you better deliver?
* Do you have the flexibility to attend to your personal needs (e.g. a break in the day or PTO)?

**NEW QUESTIONS**

**Job Satisfaction**

* What does a good day look like for you in your role?
* If you had a magic wand, what would be the one thing you would change about your work, your role and your responsibilities?
* What are the most challenging but exciting aspects of your current job situation? Are there actions that we can take to further challenge you?
* What talents, interests or skills do you have that we haven’t made the most of?

**Motivations and Expectations**

* Think back to a time in the last 12 months when you have been at least slightly frustrated/anxious about your current role. What were the frustration factor or factors?
* What kind of recognition would be most meaningful to you?
* What are some of the things you have found rewarding in your role? What would make your job more satisfying and rewarding?

**Engagement Conversation Action Plan**

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| --- | --- | --- | --- | --- | --- |
| **Manager** | Click or tap here to enter text. | **Employee** | Click or tap here to enter text. | **Date** | Click or tap to enter a date. |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Question** | **Learning** | **Actions** | **Owner** | **Check-in Date** |
| Choose a question. | Click or tap here to enter text. | Click or tap here to enter text. | Choose an owner. | Click or tap to enter a date. |
| Choose a question. | Click or tap here to enter text. | Click or tap here to enter text. | Choose an owner. | Click or tap to enter a date. |
| Choose a question. | Click or tap here to enter text. | Click or tap here to enter text. | Choose an owner. | Click or tap to enter a date. |
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| Choose a question. | Click or tap here to enter text. | Click or tap here to enter text. | Choose an owner. | Click or tap to enter a date. |
| Choose a question. | Click or tap here to enter text. | Click or tap here to enter text. | Choose an owner. | Click or tap to enter a date. |

*Next Check-In Follow-up Action Plan (These are the questions you may want to ask in the next conversation)*

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| --- | --- |
| **List of Questions for Next Check-in** | **Notes/Remarks** |
| Choose a question. | Click or tap here to enter text. |
| Choose a question. |
| Choose a question. |
| Choose a question. |
| Click or tap here to enter your own question. |
| Click or tap here to enter your own question. |
| Click or tap here to enter your own question. |