

# 10 TIPS FOR MANAGERS

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## 01. Prioritize Meaningful Interactions

Data shows that quality trumps quantity. Short, focused, and meaningful interactions can be more effective than long, unfocused meetings. Think 'less is more.'

Use collaborative tools and software for routine updates, so you can spend face-to-face time on deeper discussions and personal development.

## 02. Leverage Technology Wisely

## 03. Focus on Strengths

Trends suggest that focusing on an employee's strengths during one-on-ones boosts engagement and productivity. It's about nurturing what they do best!

Make your meetings a safe space for open dialogue. Feedback shouldn't be one-way - encourage your reports to share their thoughts and ideas.

## 04. Encourage Two-Way Feedback

## 05. Set Clear Agendas

Go into each meeting with a clear agenda. It helps keep the discussion focused and productive. Plus, it shows you respect their time as much as yours.

Being fully present during meetings is essential to the employee experience. It shows respect and helps you tune into the nuances of the conversation.

## 06. Be Present

## 07. Regular Check-Ins

Consistency is key. Regular check-ins, even if brief, can keep you both aligned and build a strong rapport.

Talk about their career aspirations and development and provide support and mentorship to help them reach goals. It shows you care about their growth..

## 08. Personal Development Focus

## 09. Genuine Interest

Show interest in them as individuals, not just employees. This builds trust and a deeper connection. Ask open-ended questions when building a relationship.

Keep up with the latest trends and be ready to adapt your management style. What worked last year might not cut it in 2024!

## 10. Stay Informed & Agile