



‘STAY CONVERSATIONS’ - TOPICS AND QUESTION SUGGESTIONS

Engagement, improvement and development can provide a useful and simple structure to guide these conversations. We have set out below some topics that might sit under these and prompt questions.

ENGAGEMENT

ENERGY: What parts of your work have you found most energising lately? What have you found de-energising? (and leave *plenty of silence while you let people reflect and fully answer this question!*)

CONTRIBUTION: You’ve been working on the . . . which [describe *how that work is contributing to the team, org community*]. How do you feel about the way you’ve been able to contribute to that?

What would make you feel more successful at work?

PERSONAL VISION: If you were telling a friend at the end of next year about the work you’d done in the team, and were feeling really great about it, what are some of the things you would be telling them?

ACKNOWLEDGING DEPARTURE RISK: It may be appropriate to acknowledge any specific departure risks (just got married, things have been a bit unsettled here lately . . .) and observe how you would like to help them deal with these issues. It is often more appropriate for this to be a statement with a pause than a question.

IMPROVEMENT

ME/US: What is something that you would like more of from me or less of from me?

LOGISTICS: Are there any ways that you could make work fit better for your life, that we should explore?

CULTURE: How would you describe what it feels like to be a part of our team? Are there any elements of that that you think we could work on improving?

DEVELOPMENT

SKILLS: Which of your skills would you like to develop or use more?

OPPORTUNITIES: You have [*been involved in X project this year and have started supporting Maria in her work*] and it has been great seeing the way you have



developed in both of these opportunities. What's next - what opportunities would you like to be part of going forward?

AMBITIONS: What are some of the 'next career steps' you could imagine for yourself? *[This question needs to be phrased carefully and requires a level of psychological safety that allows them to approach it as a brainstorming exercise to help you support their career rather than an interrogation.]*