



Coaching and Feedback

1 on 1 Strategy for Direct Reports

- Host Weekly 1 on 1 Meetings with all Direct Reports
 - Make personal connections
 - When giving Feedback, remember that decisions will be made that aren't always perfect; give guidance on better decision making, not discourage the act of making decisions
- Open-Door Policy
 - Make it known that your employees can always come see you, not just during the weekly scheduled meeting
 - Being willing to help solve situations quickly; if you don't have the answer don't send them to someone else. Find the answer and get back to the employee
- Use your Dice!

What is Feedback?

- Employee feedback is the process of giving constructive information or advice to employees and/or leadership, based on performance, behavior or skills in the workplace. Feedback can be given or received, from the top-down, bottom-up, or peer-to-peer. The goal of employee feedback is to improve performance, ensure standards are met, and help teams function more effectively.

What is Coaching?

- Coaching requires managers to transition from the traditional role of controlling and monitoring employee performance to a more consultative role. Coaching is a means for developing a partnership between the manager and employee that creates a shared understanding about what needs to be achieved and how it is to be achieved.





Beacon Dice

Inside your Leadership without Limits toolkit, is a set of dice. These dice are a helpful tool in sparking conversation during a 1-on-1 meeting, coordinating Beacon values with everyday work and life activities.

