



THRIVING WORKPLACE

Conversation Guide

Q12: This last year, I have had opportunities at work to learn and grow.

ASK YOURSELF

- How am I creating an environment in which each member of the group can grow and develop? What have I done to help my group learn and grow?
- Do I know the professional goals of each member of my group? Am I actively helping them achieve those goals?

ASK YOUR GROUP MEMBERS

- Are there things you need or want to learn to do your job better?
- How can we create an environment that emphasizes acquiring new knowledge?
- In what situations in the past six months have you felt that you were learning new things?
- What are you looking forward to in your job this year?
- What experiences are you challenging yourself with this year?
- What types of learning opportunities are you interested in?
- What was your most significant accomplishment in the past year?

SOME BEST PRACTICES

- Invest time getting to know your group members' career goals and strengths.
- Identify individuals who are subject-matter experts upon whom others can call to help answer questions.
- Help group members find opportunities to use their strengths and talents to meet the needs of their job and move forward in their careers.