

Guide to Engaging and Retaining Employees



Recruiters are targeting your talented employees.

Leaders are navigating the hybrid workplace.

The job market continues to ebb and flow.

There are many factors you can't control, so what can you do to **engage your employees** and **keep their talent** inside your organization?

1 HAVE A MEANINGFUL CONVERSATION ONCE A WEEK.

Managers should have a quick connect conversation once per week with each employee.

Action: Set time on your calendar with each team member. Get to know how they're feeling and where their focus is.

Read: [5 Conversations That Foster Teamwork in the Workplace](#) →

2 IDENTIFY SIGNS OF BURNOUT.

Burnout is a career killer. And the top causes of burnout occur when managers don't help workers prioritize or manage their time, energy, and tasks.

Action: Consider each employee's workload and work style. Ask them where they need more support.

Read: [How to Eliminate Burnout and Retain Top Talent](#) →

3 DISCUSS WELLBEING AT WORK.

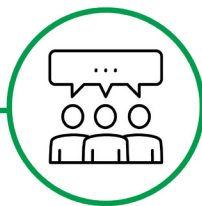
Wellbeing-related concerns are almost as important to job seekers as pay. But wellbeing concerns are different for everyone.

Action: Ask questions about each of the five wellbeing elements: career, financial, social, community and physical.

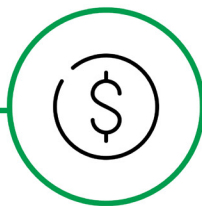
Read: [Showing That You Care About Employee Wellbeing](#) →



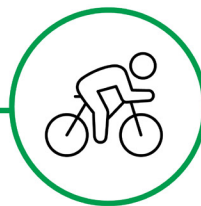
CAREER



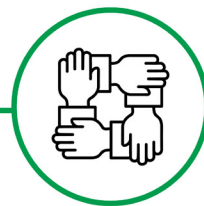
SOCIAL



FINANCIAL



PHYSICAL



COMMUNITY

4 INCLUDE EMPLOYEES IN HYBRID WORK EXPECTATIONS.

Gallup research suggests that top-down hybrid rules are potentially dangerous for engagement and retention. Employees should be involved in setting the expectations of the team based on business needs.

Action: Learn employees' preferences for working from home and working in the office; then try to accommodate them.

Read: [Coordinating Hybrid Work Schedules -- 5 Important Findings](#) →

5 HELP EMPLOYEES APPLY THEIR STRENGTHS TO EVERY ASPECT OF THEIR JOB.

One of the things employees want most in a job is getting to do what they are good at. We all have different ways of working, and often, small changes to the way work gets done can make a big difference.

Action: Discover each employee's strengths — then include them in coaching discussions.

Read: [How a Focus on People's Strengths Increases Their Work Engagement](#) →

6 HAVE A STAY CONVERSATION WITH YOUR BEST PEOPLE.

Most employees leave their employer without ever having a conversation before they decided to go. But many employees say that their employer could've changed something to keep them.

Action: Ask employees about their passions, what they want from their career and their goals.

Read: [Overwhelmed by Employee Turnover? Have Stay Conversations.](#) →

“*Many employees say that their employer could've changed something to keep them.*”



7 ENCOURAGE FRIENDSHIPS.

Friendships are key to employees finding work meaningful and engaging. In the new world of hybrid and remote work, these relationships need to be intentionally cultivated. The office can be a great place to bond if leaders design a workplace culture that facilitates these connections.

Action: Model what healthy friendships in the workplace look like. Ask your team who their best friends are at work.

Read: [The Increasing Importance of a Best Friend at Work](#) →



These seven starting points will help guide your conversations. Want a workplace that supports these conversations?

Talk to a Gallup expert to create an organizational strategy that helps you engage and retain your employees.