

# Executive-to-employee Communication Strategies

## Introduction

**Introduction** You might have the feeling that your employees are distant from you because of your position. As an executive who is concerned about your organisation, it is up to you to gather feedback from your working level employees and to build trusting relationships throughout the organisation.

**Objectives** This course offers suggestions and techniques for building up the communication highway between you and your employees. You will learn ways to open up more to your employees as you see things through their perspective.

**Designed for** All people who wish to improve the flow of information up and down the organisation hierarchy.

**Duration** 1 day

**Topics**

- Capture the value of direct communication.
- Break down traditional barriers.
- Provide employees with a management view.
- Demonstrate senior management commitment.
- Gain a fresh perspective on issues.
- Select appropriate communication methods.
- Hold one-on-one employee interviews.
- Use small groups to discuss issues.
- Make the most of general staff meetings.
- Manage by walking around (MBWA).
- Maintain your credibility with employees.
- Follow through on commitments.
- Expand your employee communication network.

**Follow-up** Delegating – 1 day

*Imagine what you'll know tomorrow...*

**For more information call**

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