

# Today is a good day to reel them in (again).

Let's get the conversation on reboarding started! Literally. Because with this talking card we help you to inventory all the wants, preferences and learnings your employees want to incorporate in the new way of working. The talking card gives you inspirational questions on 3 levels and in 3 moments of time to make sure your employees return to the office will be as smooth as silk.

## Preparations

## Back to business

## The future of work (after 3 months)

Individual

**Goal:** Review the past period

- What has surprised you about yourself?
- What did the corona crisis mean to you?
- What did you miss in your work?
- What didn't you miss about work?
- When were you proud of yourself?
- What is the best advice you have received?
- What insights do you want to take with you in the upcoming period?
- What are you afraid of?

**Tip:** Ask your employees to look at the *Go!* exercise from lesson 2 in the course *'Do Your Thing'* as preparation.

**Goal:** Motivate employees and give them the time and space they need to return to the office.

- How does it feel to be back at work?
- What is the first thing you would like to do this week?
- What do you need to be able to do your job well?
- How will you apply the insights you have from the past period?
- What do you encounter in your work?

**Goal:** Reflect on the past 3 months, make agreements and set goals for the future.

- Can you use your talents and qualities in your work?
- Do you feel supported by your colleagues?
- Do you feel appreciated?
- Does the organisation enable you to achieve results?
- Do you experience the work pressure as acceptable?
- How do you experience your current work rhythm?
- What does your work-private balance currently look like?

**Tip:** Ask your employees to complete the *Quality Control* test in lesson 3 from the *'Test Yourself'* training course.

Team

**Goal:** Reflect on the cooperation within the team

- What talents did you discover that you would like to use more often?
- What has hindered the team from working together?
- What are you looking forward to regarding the team being together?
- What learnings and insights do you want to incorporate in the upcoming period?
- What are you afraid of?

**Goal:** Give team members the time and space to share their experiences.

- What do we need to function well?
- What can we improve on?
- What are the pitfalls?
- What were the advantages and disadvantages of the past period for the cooperation in the team?
- How can we use these insights in the upcoming period?

**Tip:** Complete the *Team Roles Test* which you can find in lesson 3 from the course *'Go Team!'* to prepare.

**Goal:** Evaluate what went well and what could have gone better over the last 3 months, make agreements and motivate the team for the future.

- Are we making sufficient use of each other's talents?
- Are we holding on to the insights and changes we wanted to make?
- Do we regularly evaluate how we are doing and where we stand?
- Do we sufficiently call each other to account for the agreements we have made?
- Do we celebrate our successes sufficiently?

**Tip:** Ask your team members to read the magazine *'Good, Better, Best,'* in lesson 4 from the course *'Tell It Like It Is'* to prepare.

Organisation

**Goal:** Get an indication on the wants and needs of employees

- How did you experience the support and communication from the organisation?
- What do you need to work well?
- What do you expect from the organisation in the upcoming period?
- What do you need most?
- How can the organisation support you best in achieving results?

**Tip:** Read the magazine *'Expectations in Organisations'* in lesson 4 of the training course *'Managing Expectations'* as preparation.

**Goal:** Support and encourage employees to return to work.

- How do you look at the rest of the year?
- What do you want to achieve in the coming months?
- What has changed compared to the time before the corona crisis?
- How do you experience the communication and approach of the organisation?
- Do you feel you have enough space and time to return to work at your own pace?

**Tip:** Read the magazine *'Like Home'* from lesson 4 in the training course *'Engage 'em'* as preparation.

**Goal:** Make employees (again) feel part of the organisation and the company culture.

- Do you feel connected to the organisation?
- Are you proud of the organisation?
- Would you recommend our organisation to others?
- Does our vision for the future inspire and motivate you?
- Do people want to be part of our organisation because of the culture?