

1. Communication:

My Action-- Talk to staff in small groups or one on one to share information and answer question.

Staff's Action--- Provide more opportunities for staff to get together and discuss issues and concerns. Consider having "office hours" for staff to come and talk.

Administration Action-- Possibly a staff newsletter or other system communication link.

2. Speed of Change:

My Action-- Provide as much advanced notice of upcoming changes as possible, explaining the rational for the changes and a timeline for implementation.

Staff's Action-- Provide more training opportunities for staff. Consider a mentoring program for staff.

Administration Action-- Consider slowing implementation of changes until staff feel competent on the last changes. Give good rational on the reason for changes. Consider the impact of the changes on staff.

3. Staff feel Devalued:

My Action-- Look for opportunities to show staff my appreciation for what they do everyday.

Staff's Action-- Reward staff in some small way to show appreciation. Recognize contributions that staff make to the workplace at every opportunity.

Administration Action-- Consider impact of changes to staff recognition, holiday schedules, money for department recognition, etc. on the staff.