

# MANAGER TIPS FOR RETENTION



**GOOD EMPLOYEES  
LEAVE FOR THREE  
MAIN REASONS:**

**1.**

They don't feel  
connected to  
their boss

**2.**

They don't  
feel they are  
appreciated

**3.**

They don't  
feel they are  
growing

**THE GOOD NEWS IS THAT, AS A MANAGER, YOU HAVE THE POWER TO INFLUENCE ALL THREE!**



**IDEAS TO  
CONNECT**

- What did you think about the game/movie/TV show?
- How is school?
- How was your day off/weekend?
- Where are you thinking of going on vacation?
- What are the kids up to?
- How is your spouse/mom/dad/sibling?



**IDEAS FOR  
APPRECIATION**

- Praise for a specific contribution and why it matters (how it impacts company goals).
- Write a personal thank you note.
- Give them credit in front of others for a good idea.
- Make time for the employee and have regular conversations.
- Recognize personal milestones (anniversaries, birthdays, life events).
- Keep them involved and let them know what is going on.



**IDEAS FOR  
GROWING**

- Encourage professional development and discuss possible career paths with the company.
- Provide stretching assignments and coach for success.
- Provide mentorship opportunities so they can develop new skills.
- Ask them what they have been working on that they are excited about.
- Provide constructive feedback, and focus on both strengths and areas for improvement.
- Ask for their opinion and perspective on a project of yours.

## HOW DO YOU RATE?

D=Disagree U=Unsure A=Agree

1. I know all of my team members individually. \_\_\_\_\_
2. I know the names of their children/what interests they have outside of work. \_\_\_\_\_
3. I interact with each team member a few times each week. \_\_\_\_\_
4. I have provided constructive feedback in the last two weeks. \_\_\_\_\_
5. My team members feel a person-to-person connection with me. \_\_\_\_\_
6. This week I have talked with each of my team members about something non-work related. \_\_\_\_\_
7. This month, I have talked with each team member about how the team is doing. \_\_\_\_\_

Team Member Name \_\_\_\_\_

Team Member Name \_\_\_\_\_

Do I know what is important to this team member?

Do I know what is important to this team member?

Do I know what motivates this team member?

Do I know what motivates this team member?

Do I regularly try to motivate this team member?

Do I regularly try to motivate this team member?

**To better connect with my team members, I will:**

**To better show appreciation to my team members, I will:**

**To help my team members grow, I will:**



When team members started on their first day, they were motivated to try to do a good job. That motivation was internal (intrinsic motivation).

Employees also benefit from other motivators (extrinsic motivation), such as praise, opportunities, and a good working environment. Managers can talk with their employees and learn what motivates them.

## RESOURCES:

[Top 10 Manager Mistakes e-book](#)

[HR Minute Link](#)