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**Employee  
Engagement  
Checklist**



## Understand What Motivates Your Unique Workforce.

These days, we're hard-pressed to find an employer in disagreement with what is now common wisdom: employee engagement is essential to organizational success. Whether it's [customer service](#), [profitability](#), or [employee retention](#), the canon of data documenting the positive effects of employee engagement has become impossible to ignore.

What drives engagement at each organization is unique. That said, use this checklist – developed using some of the more common drivers of employee engagement – to support your efforts to improve.

- Remove obstacles. You want your staffers to get the job done and they want the same thing. When managers work with their teams, ensure they're asking: what obstacles prevent you from making progress? Then, solve those problems.
- Personalize communications, recognition and rewards. When employees feel they are treated like people and not numbers, they are more likely to engage.
- Decide to part ways with toxic team members. One bad apple doesn't just ruin the bunch by spreading venom, they create an environment that's hostile to an otherwise thriving team culture.
- Communicate clearly with employees about the value of each aspect of your benefits packages. When employees understand why things are this way and how best to take advantage, they're more likely to be satisfied.
- Prioritize quality in your products and services. When you do, your team has pride. When your team has pride, they engage.



- Review hiring practices with hiring managers and prioritize candidates who will like the work they'll be tasked with. While you can train for skill, liking the work he does will help your employee engage.
- Dedicate one hour each week to [\*recognize employees\*](#) who outperform expectations. Make it a priority by setting up a recurring calendar item.
- Increase internal communications from the top down. When employees understand the long-term strategy, financial standing, and aspects of why the organization is doing what it's doing, they then develop greater confidence in the leadership. To be effective, the continuity of this messaging must begin with the highest executive leadership and flow down through the lowest-ranking supervisor. Train supervisors on effective methods of internal communications.

## Learn More

You need to know what your employees think. Are they happy? Are they engaged? Do they plan to leave? Would they go the extra mile to see you succeed? That's where we come in.

When you're ready to learn more about employee survey timelines, process and pricing, schedule a time to meet with one of our employer coaches. We'll get all of your questions answered. [\*\*Visit bestcompaniesgroup.com to schedule a call.\*\*](https://www.bestcompaniesgroup.com)

