

Boost managers' communication skills

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Strategies to help managers when communication is stalled



Why managers?

Managers are one of the first resources employees turn to

when they have questions or need information. That's because managers are in the best position to:

- ✔ Regularly communicate with their employees
- ✔ Help their team members achieve goals
- ✔ Tailor the company's big picture strategy for their teams





But sometimes **communication gets stuck.**

At Davis & Company, we have been working with people managers for more than 35 years, so we know the **top reasons they don't communicate:**

⊗ **Lack of knowledge**

Don't understand the topic well enough to present it, interpret it or answer questions about it

⊗ **Unclear expectations**

Don't know that communication is expected of them; that it's a key role

⊗ **No accountability**

Aren't held responsible for communicating

⊗ **Insufficient communication skills**

Aren't comfortable presenting information, answering questions or responding to concerns



But you can help!

Heighten managers' communication skills

with these strategies:





Set clear expectations



Simplify content



Provide training



Help managers
take accountability



Set clear expectations



Take time at regular meetings to remind managers of their communication responsibilities.





Provide training

Help managers improve by hosting communication training workshops; follow up with quick refreshers throughout the year.





Simplify content

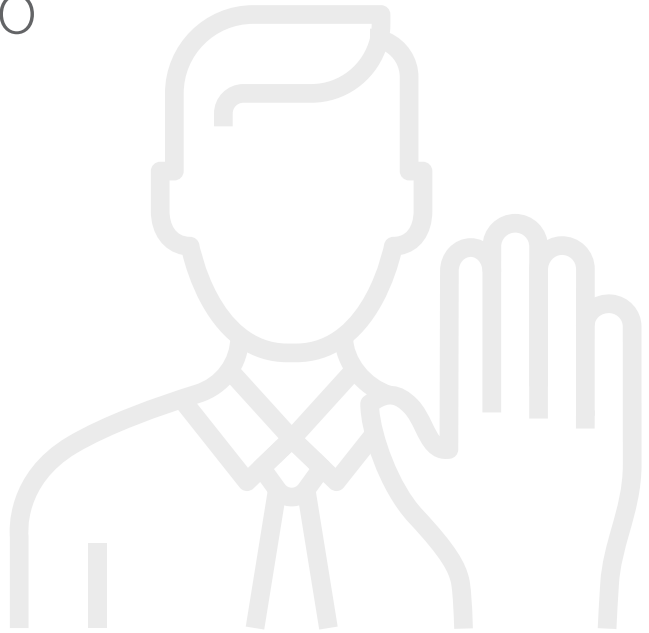
Create toolkits—including talking points, FAQs and core slides—for each topic managers need to communicate.





Help managers take accountability

Show managers how communication connects to competencies and encourage them to build it into their annual goals.





With these effective strategies, you can ensure managers
are ready to take their communication to the next level!



Need more advice?

Visit us at Davis & Company to learn more about [manager communication](#).