



Creating an Engaging Workplace Course for Engagement Champions

TWO DAY PROGRAM

For nearly every organization, the process of managing and improving the workplace is challenging. A network of Engagement Champions can help an organization make the necessary changes to create a great working environment and thriving teams. Developing a team of Engagement Champions to become experts on engagement can help leaders, managers and teams create new openings for engagement and performance.

Gallup's Creating an Engaging Workplace Course for Engagement Champions program gives Engagement Champions simple, conceptual engagement strategies and techniques to create an engaging culture by promoting engagement, offering advice, collecting best practices and educating leaders, managers and teams about engagement.

What You Can Expect

During this two-day course, Engagement Champions will learn how to integrate employee engagement principles to positively influence an organization's engagement and performance by:

- promoting and advocating for workplace engagement
- guiding managers through the engagement process over time
- providing ongoing support to managers throughout the year
- empowering managers to take the necessary steps to create engaging teams
- providing developmental and consulting conversations

Participants receive the *Engagement Every Day Champions Toolkit and the Creating an Engaging Workplace Course Manager Packet*. By combining the tools in the toolkit and packet with the education they acquire during this course, participants have the information and resources they need to promote and advocate for engagement in their organization.

Program Design

Two days: 8:30 a.m. to 5:00 p.m.

Day One

Engagement Matters

The Role of Engagement Champions

Creating an Engaging Workplace Course (Manager Education)

Facilitation Tips and Frequently Asked Questions

Discoveries and Homework

Day Two

Digging Deeper: The 12 Elements of Engagement

Expanding Your Influence

Engagement Coaching

Preparing to Coach

Review Q1² Results and the State of the Team Conversation

Make Engagement Intentional Throughout the Year

Reassess and Modify the Approach as Needed and Share Best Practices

Next Steps

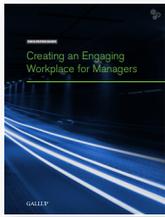
This course is intended for individuals who are championing engagement initiatives within an organization.

Participants who attend this course receive the *Engagement Every Day Champions Toolkit*.



Promoting Engagement Presentation Guide

This guide contains presentation materials and techniques that Champions can use to promote and advocate for workplace engagement.



Facilitation Guide

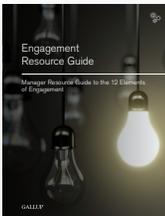
This facilitation guide provides the guidance and instruction necessary for Champions to facilitate the Creating an Engaging Workplace Course for Managers instructor-led course.



State of the Team Conversation Guide

This guide contains a suggested outline for leading a conversation with a team about its engagement results. In addition, it contains an outline for effectively preparing and leading

a State of the Team conversation and has suggested follow-up actions.



Engagement Resource Guide

This guide contains in-depth information about each of the 12 elements of engagement. The discussion topics included in the guide will help Champions promote engagement initiatives and provide

learning, coaching and support to accelerate engagement and optimize growth in the organization.



Engagement Champions Communication Guide

This guide can serve as a communication strategy, containing monthly communication touchpoints that Champions can send to leaders and managers to help them maintain a focus on engagement throughout the year.



Engagement Champions Coaching Conversations

This guide will help Champions facilitate three coaching conversations to spark dialogue and discovery about engagement. The conversations will help Champions guide managers through the engagement process and aid them in taking the necessary steps to create engaging teams.



Gallup Q¹² and Employee Engagement FAQs

This resource provides answers to some of the most commonly asked questions about Gallup's Q¹² survey and developing an employee engagement strategy that Champions will use when supporting managers in preparing for conversations about the team's state of engagement.