



# How to Strengthen Voice in the Workplace

**RECOGNATION**

*Every Moment Matters™*

# The Questions

At the highest level, the four pillars of employee engagement are answers to questions every team member is asking themselves, whether they know it or not. We are constantly assessing the answers in both our personal lives and in the workplace.

The questions are as follows:

- 1 DO I FEEL CONNECTED?**  
Employees feel a connection to co-workers, the organization, and/or to the work itself.
- 2 DO I FEEL INFORMED?**  
Employees are aware of what's going on in the organization, both good and bad.
- 3 DO I VALUED?**  
Employees feel that their individual efforts and contributions are appreciated.
- 4 DO I FEEL MY OPINION MATTERS?**  
Employees feel they have a say in both their own work and the direction of the organization.



The answers to these questions can vary significantly between different employees, which is why it's helpful to have them rate themselves on a scale. Their answers are meant to be a starting point so you can dive deeper into why they may rate themselves high or low in each category.

# Voice

## Do I Feel My Opinion Matters?

Employees want to feel that you are listening. And not only that you are listening to them, but that their opinions matter and you are acting on the feedback they provide.

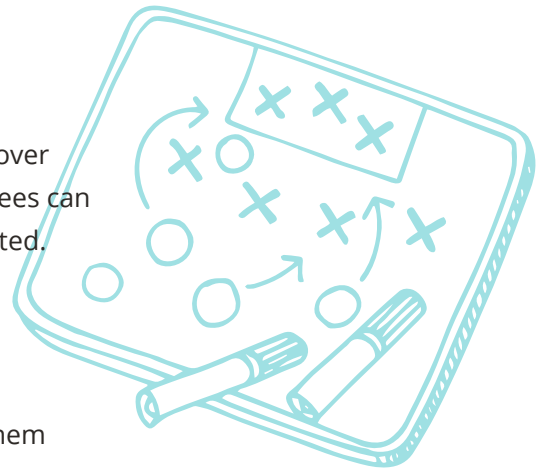
It's one thing to survey your employees. The next step is acknowledging the feedback that you're getting, both good and bad. This goes back to the communication pillar. Finally, demonstrate that their opinion really matters by sharing the next steps. Even if you can't act on the feedback right away, share some possible future solutions.

Doing this demonstrates trust and fosters a safe environment where people feel like they can share their opinions freely. When you have open and honest employees, innovation and creativity can flourish.



## Employee's Direction

Autonomy is powerful. Humans naturally like to feel in control over their lives. Self-determination theory tells us that when employees can make choices and manage their own life, they are more motivated. The same is true in a work setting.



### Daily Tasks

Allow employees to take ownership over their daily tasks. Let them have a say in how and when they get things done. If your employees tell you which tasks they dislike or seem to be stuck on, do what you can to assist them in getting things done.

### Learning & Development

Give employees a say in new learning endeavors. When possible, let them choose training sessions, conferences, or other development opportunities they want to partake in. They will pick the ones they are most interested in, which means they will be more invested and engaged, making the payoff higher.

### Career Paths

Another preference to keep in mind is the giver of appreciation. Many employees prefer receiving it from their direct manager. Some enjoy being recognized by their peers or the CEO. You can send out surveys asking employees when recognition and appreciation mean the most. Regardless of preferences, it's good to have a mix of appreciation coming from different levels of the organization.



## Company's Direction

As we've mentioned, not everyone will want to have a voice in the direction your organization is going. But it can be very empowering when you ask for their input. Simply knowing that leadership cares about each employee's opinion is a positive feeling.

### Team Projects

Let employees have a say in the projects they work on. If someone has an idea for a team project, let them take the lead on it. It encourages creativity and allows them to take ownership over something. Being able to see the project through can be very rewarding for your team.

### Company Initiatives

Give people opportunities to join various committees or initiatives. One example would be a wellness squad where employees can help plan activities that promote positive physical and mental wellbeing. Encourage employees to use their voices when crafting DEI initiatives to ensure diverse perspectives are shared.

### Business Pursuits

This is typically more of a possibility within smaller companies to act on and utilize feedback. Like for team projects, gather input from employees for bigger picture planning. Ask their input when planning business priorities and yearly company goals.



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