

# Building Virtual Trust

## Questions and Ideas:

1. Have you set clear expectations on what you expect?
2. How fluid is the workplace in how people work?
3. What's your capacity for changing, adapting? When do you reject the ideas?
4. What is the cadence of your employee one-on-ones?
5. What are the primary communication vehicles?
6. When was the last celebration for your employees?
7. Are you a good listener?
8. How often do you connect and give time to employees?
9. Name your collaboration "spaces."
10. How do you partner on methods and practices for getting their work done?



# Building Trust 101

1. Being open and honest
2. Owning your mistakes
3. Sharing your personal narrative
4. Remember that everyone is a real person, just like you
5. Get rid of your "distractions"
6. Listening is an underrated skill – practice it as much as you can
7. Be intentional in your activities – large and small
8. Know your constituents and stakeholders – defining audiences constantly
9. Think about how and what you communicate – you are the message!

