

For Our Supervisors/Managers

It's the Manager!

Our HR team is committed to supporting our supervisors and managers in their personal and professional development. We know the value a great leader brings to the institution and those they lead. Each **quarter** we will share themed content, tips and resources to use on your path to being the best manager, supervisor, influencer, employee coach, and leader you can be.

70 %

MANAGERS INFLUENCE AT LEAST 70% OF EMPLOYEE ENGAGEMENT.

"On the whole, employees say that the quality of their manager is more important than their compensation." - Gallup

RECOGNIZE YOUR STAFF!

Email us or fill out this short form to "High Five" a peer, colleague, supervisor, direct report, leader or other UI staff, for the positive impact they make in your life or department. Big or small, we'll share your note of thanks and recognition monthly and keep a running list so we can look back at the end of this year.

[GIVE A HIGH FIVE!](#)

All recipients receive a special certificate with the submission info and note of thanks. Check out some highlights from the High Five's received thus far on our [Rewards and Recognition](#) page.

High Fives are shared monthly and are for ALL our org 02 & 35 supervisors and staff!

Q2 TOPIC: Wellbeing Impact - For You. For Them.

*(*Note - supervisor content moved to a quarterly schedule beginning May 2023.)*

MAY 2023

Building on the recent content around "Embracing the AND" and shifting priorities, this quarter I've compiled some info that overlaps and connects around wellbeing, resilience and recognition, for you AND your staff.



According to Susan Ladika, a freelance writer who published an article on

Why Resilient Executives Are Better Leaders,

"Leaders must model resilience if they want their organizations to thrive even during challenging times."

But not just any resilience, she calls the current skill set required "**transformative resilience**" because it's recognizing there is ongoing disruption, change, and stress and instead of fighting them, better leaders must use these factors "as a **catalyst for learning, growth, and innovation.**"

"The way we look at resilience has changed. We used to think it was grit, being strong, getting through it. Now it has shifted to more self-awareness and responsiveness to the people around you."

-Steven Stein

The Keys to Transformative Resilience?

1. Self-Awareness and Learning
2. Being Flexible and Ready for Anything

There's an old saying *expect the unexpected*. In embracing this adage you're setting yourself up to be prepared for change, being more proactive than reactive. Cy Wakeman, drama researcher and founder of Reality Based Leadership books and programs, often says something along the lines of "**change is only hard if you're not ready for it.**"

Related: Check out this short TED Talk on **What it takes to be a great leader**, where Roseline Torres shares **three simple but crucial questions** leaders need to ask to thrive.



Now you may be thinking, how can I be resilient when I'm burnt out? Or, how can my staff follow my resiliency model if *they're* burnt out?

Well, if you're reading the supervisor content and/or connecting with other supervisors in our Org or your dept, taking part in opportunities to advance and learn - for growth but also for connection, then you're already making use of the Power of the Peer Group. Lean on and work with and learn from other supervisors of similar style teams (i.e., hybrid) to gain insights and be a sounding board.

"Hybrid makes the job of middle managers harder because they don't have the same connection to senior leaders or their teams. [Lack of] connection and belonging are the straw that breaks the camel's back," - Dave Wilkin, co-founder of 10KC in New York

Creating an opportunity for a **support group** to tap into each other's experiences and consider solutions to problems can help both you and your staff and goes hand in hand with Employee Assistance Program resources.

Lastly, I'm sure you are familiar with the recommendation to **ask your employees how they prefer to be recognized** and to tailor your approach accordingly. In this virtual and hybrid world, take it a step further and look into leveraging social media and other digital tools. You may have experienced it already but if not, try out a *food delivery service* option, like UberEats or GrubHub, in place of the free food we usually have on site. *And don't forget to tell your boss what **you** appreciate receiving.*

Check out this eBook on [Beating Employee Burnout](#)



And don't forget about PEER RECOGNITION! The next time someone gives credit to a peer for a job well done, direct them to our [High Fives form](#) (above) to make it official!

Visit our [Rewards and Recognition](#) page for more.

ALSO: Check out these [17 Virtual Employee Appreciation Ideas For 2023](#)

Read more about [resilient leaders](#), [ways to nurture employee wellbeing](#), [ways to adapt employee recognition](#), and [supporting middle managers in hybrid a workplace](#).

May is **Mental Health Awareness Month**. Visit the [News and Info](#) HR webpage for info and resources.

Remote? Onsite? Hybrid?

Two years after the start of the pandemic, more employees prefer to work hybrid than remote, research shows. [Read more here!](#)

7 Ways to Reduce Friction Between Remote and Onsite Employees

1. Identify the Cause of the Friction
2. Be Transparent
3. Define What Flexibility Means
4. Rethink What Roles Can Be Performed Remotely
5. Address Distance Bias
6. Build Trust

Read more about friction [here](#), or [download the article](#).

(Recently archived Supervisor/Manager HR pages: [Feb '23](#), [Jan '23](#), [Dec '22](#), [Nov '22](#), [Oct '22](#), [Sept '22](#), [July '22](#), [June '22](#), [May '22](#), [April '22](#), [Mar '22](#), [Feb '22](#),,. Email emily-kleinmeyer@uiowa.edu for older page archives.)

How to Be a Better Human series

CLICK HERE TO CHECK OUT THE ARTICLE SERIES **WORKING, LEARNING AND LEADING REMOTELY**

Resources for employees, supervisors and leaders to effectively and efficiently work with hybrid and remote teams.

[REMOTE WORK RESOURCES](#)

HYBRID/REMOTE WORK: TIPS for SUPERVISING

As we move to more hybrid work schedules (partially remote) below are some tips and help for supervisors and depts. These considerations are to guide you as you determine the *people* and *positions* that are suited for remote work and how to refresh and update your supervision and group work structures. There is content for professional and student staff as well as the link to the flexible work agreement form, for those who are requesting ongoing remote schedule, work or location agreements.

The **ICON course: Leading Remote/Hybrid Teams** (#WCVD02) training required for current supervisors has some excellent tips, resources, advice and requirements.

*CHECK OUT THE updated UI resource page: [Working, Learning and Leading Remotely](#).

***For Enhanced/Promoting Employee Engagement - Try the platform [15Five](#).**

- The HR team has tested it out and found that the free version offers a user-friendly weekly check-in that asks key questions for keeping staff engaged and motivated, shares that with their supervisor, and promotes further engagement with features like teams, survey options and virtual "high fives" to recognize teammates. (Emily has an account and can add you easily - reach out to learn more!)
- LinkedIn Learning courses: [Managing Virtual Teams](#), [Leading at a Distance](#), Learning Path for [Remote Working: Setting Yourself and Your Team up for Success](#).

[Remote Work Considerations and Tips.pdf](#)

[Tips for Supervising Students Remotely .pdf](#)

[Flexible Work Agreement form](#) - employees should fill this out if they are remaining remote when they could/are asked to return to campus or will have an ongoing flexible

arrangement (i.e., hours, duties, location) outside of what the pandemic is currently dictating for depts.

[Understanding and Managing Remote Workers](#) - GALLUP RESOURCES

[Referenced Resources](#) from ICON Supervisor Training

[Resolving Coworker Conflict of Coping with COVID](#)

UI Resources and Programs

Leadership Development is an ongoing effort at the University of Iowa and in our Orgs. The UI Organizational Effectiveness and Learning and Development teams are hard at work creating, updating and enhancing many training and development opportunities for leaders at all levels and supervisors, current and prospective. Check out the links below.

[Leadership Development](#)

[Program review and comparison](#)

[Resources](#)

- [Elevate](#) - In partnership with Corridor Women Connect, an external opportunity

[Leadership Competency Framework](#)

[Supervisor Training@Iowa](#)

[Supervisor Toolbox](#)

[Supervisor Guide to Onboarding](#)

Your Org HR Team

Many of you are familiar with [Clifton Strengths](#) and the philosophy of positive psychology. In May 2019, Gallup launched the new book **IT'S THE MANAGER** by Jim Clifton and Jim Harter, packed with 52 discoveries from Gallup's largest study on the future of work. Your HR team is hard at work tailoring a workshop for supervisors to walk through and learn to apply the strengths-based philosophy to your regular supervisory and coaching strategies. Feel free to reach out with thoughts or preferences on what this might look like and we'll be in touch when we've got a draft/plan to share!

External Development/Training Opportunities

- **Individual and Team Performance (ITP) Metrics** Lab - *Free* team assessments to help you learn about each other and improve or enhance your teamwork! Area to assess include leadership, peer feedback, team dynamics, conflict style, and personality. These activities and following discussion can be a great teambuilder.
- **People Manager Qualification Program** from SHRM.org. Designed to help supervisors develop skills for successfully managing teams, Elle - a virtual character in the program, will help you through an interactive, gamified and edutainment focused virtual learning experience to build solid people and team leadership skills.
- Tune into the recent Gallup webcast on **Building Resilience: How Managers Lead Post-Crisis Performance**, focused on employee engagement.
- **Boss to Coach** One - Virtual Training from Gallup to *accelerate performance* through conversations and coaching.
- Check out **Reality-Based Leadership**, a philosophy developed by Cy Wakeman, self-proclaimed drama researcher and renowned speaker. Her research has shown that the average employee spends nearly 2.5 hours per day in drama and she made it her mission to support today's leadership on a mission to reduce drama and increase employee accountability. These changes, in turn, increase productivity, employee engagement and satisfaction.
- For Leaders: **Lead in Uncertainty and Crisis**. A new 2 hour webinar for leaders.

Featured Articles: [Why Managers Need Leadership Development](#)

Frequent Resources for Page Content

[Gallup.com/workplace](https://www.gallup.com/workplace)

[Shrm.org/ResourcesAndTools/hr-topics](https://www.shrm.org/ResourcesAndTools/hr-topics)

[Cupahr.org/magazine/](https://www.cupahr.org/magazine/)

[Realitybasedleadership.com/category/leadership/](https://realitybasedleadership.com/category/leadership/)

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