

5 Ways of Supporting Faculty and Staff Using Folio Conversations

Many faculty and staff members are reporting feeling overwhelmed, exhausted, and unable to take on “one more thing.” Administrators want to support our faculty and staff and help relieve some of the stress they are feeling so that they can be most effective in the classroom. At Folio, we like to say that conversations are the key, and that has never been more true. From [building trusting relationships](#) to showing vulnerability, these conversations will grow partnerships and strengthen communities.

Here are five ways you can support your faculty and staff through a Folio conversation.

- 1 Get Clear About What They Need:** Faculty and staff are tired and worried about taking on more than they can handle. Asking them, “How are you doing?”, “What’s going well and what could go better?”, “What can I do to support you?”, “What are you worried about as you think about this year?” can help them verbalize where they are stuck or feeling overwhelmed. As you listen, think about the steps to [Expansive Listening](#) from *The Onward Workbook: Daily Activities to Cultivate Your Emotional Resilience and Thrive* by Elena Aguilar.
- 2 Remind People About the Bigger Picture:** It seems that everyday a different administrative challenge arises. In the time of Covid, even the once smaller decisions have become more complex. Be honest during this conversation about what is happening at school and why you are leaning on your faculty and staff for their support. Knowing the bigger picture can [help people understand roles and responsibilities](#) with more clarity, and give you more buy-in.
- 3 Let Them Give Feedback:** Allowing for time for faculty and staff to offer feedback can open up a healthy dialogue and build trust. Allow them space to say what is on their mind or what has been making them feel stuck. This is where we also learn more about the individual and [what drives them as a faculty or staff member](#) in order to make genuine connections.
- 4 Follow Up and Follow Through:** Before wrapping up your conversation, schedule another time to meet or make a plan to address some of the concerns brought up. Time is precious, but building in these follow-ups will strengthen your community and [help you teachers feel heard and cared for.](#)
- 5 Share Appreciation:** Find a way, very soon after the conversation, to share specific and personal appreciation for the vulnerability and collaboration the faculty/staff member brought to the exchange. A myFolio [spotlight](#), a myFolio Conversation Note with details about the conversation, or a handwritten card are great ways to do this.