

Lead Your Office Out of the Doldrums!

Posted by [Martha Newman, J.D., PCC, TopLawyerCoach, LLC](#) • March 25, 2010 • [Printer-friendly](#)



4 Simple Ways to BOOST MORALE Around the Office

There's no escaping the damaging impact the recession has had on the legal field.

We've seen people lose their jobs, be forced to take extended furloughs, or endure drastic pay cuts. Chances are your employees and staff have witnessed some of this, sending their morale into a downward spiral. Adding to their stress are thoughts of "who's next?"

Unfortunately, anxiety breeds only more stress around the office, leading to problems in productivity and causing unwanted inner-office tension.

When this behavior starts happening around you, it's time to take charge and start **OPENING LINES OF COMMUNICATION!**

Here are four simple ways to **improve workplace morale.**

Top Lawyer Coach, LLC
601 Penn Street
Fort Worth, TX 76102

817/992-6711
newman@toplawyercoach.com



1. Be straightforward and honest.

Workplace stress often occurs when employees feel as though they are being kept in the dark about what is going on in the firm.

Make it a habit to communicate with employees and staff **honestly** and **openly**. **Open communication creates a feeling of community**, and in a community, members work together to improve the situation for everyone.

2. Convey an action plan.

Another key to raising morale is to communicate the firm's plan of action and strategy for getting through the difficult period. It's important to **communicate a vision that everyone can get behind**. Also, encourage employees and staff to build on the firm's strategy by soliciting their input.

3. Share some good news.

Spread some good news around the office by touting the firm's achievements and successes. Clear examples of **incoming business** and **financial strength** will go a long way in relieving tensions around the office.

4. Keep an open line of communication.

Make it your mission to foster a free-flowing communication of ideas and information around the firm. Organize new **team-building opportunities** or meetings where people can openly voice their concerns and anxieties. Give staff a chance to vent and, at the same time, come up with their own strategies for improving the firm's well-being.

Your firm can **SURVIVE** and **THRIVE** - even under the toughest circumstances.

Start communicating and give employees what they need: **a sense of stable community**.

Adapted from article [Raising Morale: Essentials to Communicate in Critical Times](#) by Marcia Pennington Shannon.

Top Lawyer Coach, LLC
601 Penn Street
Fort Worth, TX 76102

817/992-6711
newman@toplawyercoach.com

