

MOTIVATION CHECK-IN

Fueling Performance Through Conversation

This guide gives leaders a simple framework to check in with their teams on what motivates them. It's not about fixing problems on the spot — it's about uncovering what sparks energy, engagement, and performance so you can keep fueling it.

Step 1: Kickoff (5 minutes)

- **Leader sets the tone:** "Today I want to pause our usual agenda and check in on what motivates us as a team. Motivation is the fuel for performance, and I want to make sure I'm supporting you in the right ways."
- **Icebreaker question:** "What is motivating you most right now at work: recognition, autonomy, purpose, or growth?"

Step 2: Open Conversation (15 minutes)

- **Pick 2–3 prompts and let the team share:**
 - "When do you feel most trusted at work?"
 - "What's one thing I could do that would better support your motivation?"
 - "What's an example of when you felt truly energized about your work?"
 - "What does recognition look like for you personally?"

Step 3: Wrap-Up (10 minutes)

- **Celebrate small wins:** Each person shares one win from the past week (big or small).
- **Leader closes with purpose reminder:** Reconnect the team to the bigger "why" — "Here's how what we're doing ties to our larger goals and why it matters."