

## Maintaining Effective Relations with your Coworkers, Colleagues, and Supervisor

### Part 4 - Blue Zone Tools (application)

Have you ever had a conversation where the content was positive and yet the conversation took a bad turn? If so, consider what factors contributed to that?

How do we know when our relationship with someone else is poor, damaged, or deteriorating? What symptoms might we see?

#### **Reflect:**

If you are considering having a difficult conversation, consider the following questions:

- a. Why do you need to have this conversation?
- b. How will this conversation benefit you and the other person? Will it improve your working relationship, resolve a problem, clear up a misunderstanding, or prevent further issues?
- c. What consequences might there be if you don't have the conversation?
- d. Why do you need to have this conversation now? Will delaying it make the situation worse?
- e. Has something kept you from having this conversation earlier? What is that?