

Newsletter

Winter 2005/2006

The secret to keeping staff happy

A happy, highly motivated workforce is the key to any successful business. Here are some top tips for keeping staff happy.

Build team spirit

Communicate regularly with staff.

Trust is key

Empower staff and avoid creating a blame culture.

Celebrate success

Praise staff for doing a good job. Don't just focus on the negatives.

Lighten Up

Take a more relaxed approach once in a while.

Be flexible

People have lives outside the office.

Foster a learning culture

Encourage staff to learn new skills.

Quotes in this newsletter were gathered from a variety of sources including the CIPD annual survey report :Training and Development. If you would like details about the sources please email lisa@chris-elgood.co.uk

Tackle the recruitment problem through training

Is your organisation one of the 86% that puts recruitment as a high priority?

Despite this do you find gaining commitment and buy in for training activities from line managers an obstacle?

Training can improve retention rates, help reduce recruitment costs and make a contribution to the bottom line! But in many organisations the message is clearly not getting through. We have extracted a few facts and figures you might like to use to prepare a case.

⇒ **Training improves a person's motivation and ability to do their job.**

"94% of people who had received training believed it had helped them to do their job better"

Staff who enjoy their job they are less likely to look around for a new one.

⇒ **Training saves management time**

"Recruiting a typical employee takes 18 hours of management time"

Fewer people moving to a new job means line managers can spend less time on recruitment activities.

⇒ **Training will improve the efficiency of the department**

"Nearly a ¼ of organisations wait up to 6 months on average to fill a job vacancy"

If the department is fully staffed there is less pressure on the team and it will be more effective.

For each organisation the figures needed to make a compelling case will vary but if you want just one statistic we thought this one was pretty powerful.

"CIPD statistics indicate a growing average hiring cost per new employee in the region of £4,000 to £5,000. For a company with one thousand employees and a staff turnover of 15%, this means spending £65,000 a year just to stand still."

Adapt this statistic for your own organisation and see how much an effective training programme will contribute to your organisations success.

Next issue....The spring issue will focus on coaching.

elgood

*effective learning for
improved performance*

32 West Street, Tadley, Hampshire RG26 3SX
Telephone 0118 982 1115 Fax 0118 982 1416 Email info@chris-elgood.co.uk