

Break the ice with confidence:

10 opening lines for tough conversations

1. "Thank you for taking the time to meet with me. I wanted to have a conversation with you today about some concerns that have come to my attention."
 2. "I appreciate your hard work and dedication to our company. However, I wanted to discuss an issue that needs to be addressed."
 3. "I understand this is a difficult conversation to have, but it's important that we address the problem at hand. Can we talk about it now?"
 4. "I want to start by saying that I value you as an employee and appreciate your contributions. However, we need to discuss a matter that has been affecting the team."
 5. "I want to have an open and honest conversation with you today. There is an issue that I believe needs to be addressed, and I would like your input on how to resolve it."
 6. "I know that this conversation might be uncomfortable, but it's important that we address the issue head-on. Are you ready to discuss it now?"
 7. "I want to talk to you about a situation that has been brought to my attention. I hope we can work together to resolve it."
 8. "Thank you for taking the time to meet with me. I wanted to have a conversation with you today about some concerns that have come to my attention."
 9. "I want to talk to you about a situation that has been brought to my attention. I hope we can work together to resolve it."
 10. "I'd like to chat to you about what just happened. Let's find a quiet place to talk."
-

If you need help with a specific performance or employee issue, book an HR Coaching call at www.concepthrservices.com.au