

Colleagues: How to Support Employees Returning to Work



Summary: Here are tips and strategies colleagues can learn to foster better support for their colleague returning to work and help them achieve a successful return to work.

Goal: Foster support and respond better to a colleague returning to work with empathy, understanding, and patience

- Questions:** Be aware of what questions to ask and not ask
- Keep in touch:** Be sure to keep in touch with your colleague while they are off or returning to the workplace
- Social Events:** Invite your colleague to workplace social events such as holiday parties and picnics to help them stay connected with the team
- Meet-up:** Meet with your colleague before or during their return to work to talk about how you can support them
- Support:** Learn what your colleague needs and the support they want from you
- Respect:** Be sure to respect your colleague's wishes about what information they wish to share with you
- Empathy:** Use empathy as a guiding principle when talking with your colleague who is returning
- Task Shifts:** Be patient and compassionate with changes at work due to some task restructuring to help ensure your colleague doesn't get overwhelmed with their workload
- Training:** Request for additional information or training if needed to understand why and how to support your colleague