



Evolve Benton Consulting

7 steps you can follow to communicate across differences within your organization effectively

- **Acknowledge that differences exist:** Recognizing and acknowledging that there are differences within your organization is an essential first step. This can include differences in background, culture, perspective, and more.
- **Encourage open communication:** Create an open and safe space for employees to share their thoughts and ideas openly. This can help facilitate better understanding and communication among team members.
- **Practice active listening:** To effectively communicate across differences, it's important to listen attentively to others and show that you are engaged in the conversation. This involves paying attention, asking clarifying questions, and avoiding interrupting.
- **Seek to understand:** Try to understand the perspective of others, even if you don't agree with it. This can involve asking questions and seeking additional information.
- **Be respectful:** It's important to approach discussions with respect and kindness, even when you are in disagreement.
- **Use inclusive language:** Use language that is respectful and inclusive of all team members. Avoid using language that is biased, derogatory, or otherwise offensive.
- **Be willing to compromise:** When communicating across differences, it's important to be open to finding common ground and reaching a compromise. This may involve making concessions or finding ways to address concerns on both sides.