

# Imagine a world...

**Where we listened as much as we spoke.**

How would the world be different if we truly valued listening to be as important as speaking?

How would it change our connection with each other?

## When we truly listen we...

### **Hear Potential**

Hear potential and not just the words someone speaks.

### **Give Everyone Privilege**

Hear those who don't have the privilege of knowing our rules for speaking effectively.

### **Connect Deeply**

We form deeper connections with people around us – this facilitates collaboration, personal growth and reduces loneliness.

# Listening is an act of



## So...how can we listen better?

### 1 . In Meetings...

To facilitate deep listening in a group environment, we need to create a sense of inclusion and involvement for everyone - people aren't really in the conversation if they've not yet been heard by the group.

Make sure to...

- ☐ Start meetings with a check-in.
- ☐ Give everyone a chance to share something, even if it's only a couple of words.

**Top Tip:** Check out our Innocuous Questions for inspiration on easy, spontaneous ice breaker questions that are sure to involve everyone at the start of a meeting.



## 2 . In Yourself...

Start noticing when you interrupt others in conversation. We all do it, so don't beat yourself up, just notice.

Ask yourself...

- ☐ How often does it happen?
- ☐ How does the other person react when you interrupt them?
- ☐ How do you react when someone interrupts you?



## 3 . Before, or during a conversation...

Gain awareness of your body, and your breath.

You can do this by...

- ☐ Settling into your breathing and noticing the rhythm of your torso and your belly expanding and coming back in.
- ☐ Gently expand your awareness outwards to your whole body.
- ☐ Continue to expand this awareness to include the people around you.



## 4 . When listening alone (to yourself & your thoughts)...

For optimum listening, it's important to try and listen with your whole body. You can start practicing this when listening to yourself.

When you're talking or thinking, ask yourself these questions...

- ☐ What sensations do I notice in my body?
- ☐ Where in my body are they?
- ☐ Are there any associated emotions?

## 5 . When listening to someone 1-1 ...

In conversations with others, try tuning into the sensations in your body, without losing connection with your conversation partner.

Ask yourself...

- ☐ Do I feel tension?
- ☐ Do I feel lightness?
- ☐ Where in my body do I feel it?

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***How do I stop myself from interrupting others?***

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💡 When listening you may find yourself thinking about what you'd do if you were the other person or what advice you want to offer them.

👉 This is normal and usually comes from a place of care, concern and the general urge to want to help.

💖 **Listening deeply, however, can often be the most helpful thing you can do for a friend, colleague or loved one.** 💖

Next time you get the urge to advise, or pass comment...

- ☐ Recognise the thought as it pops into your head, and acknowledge where it comes from (the urge to help, solve, fix).
- ☐ Instead of speaking that thought aloud, try to gently bring yourself back to listening.

We hope you find this resource helps you to **pause more,**  
**enhance your listening abilities,** and **nurture deep,**  
**meaningful connections** in your work, and life.

*Louise Winters & The Emotion At Work Team*

