

Relationship Chain Conversation Template

An employee and their manager can use this practical, human-centered tool to build trust, clarity, and belonging.

Share of Opportunity: Build credibility through consistency.

PROMPT	NOTES
Commitments I made	
What I delivered	
Where I need support	
Next key actions	
Manager partnership commitments	
Next touchpoint	

Share of Mind: Create clarity and alignment.

PROMPT	NOTES
What feels clear	
What needs clarity	
Questions I’m asking	
How we will improve collaboration	
Next touchpoint	

Share of Heart: Strengthen trust, belonging, and purpose.

PROMPT	NOTES
Where I feel valued and connected	
Where I feel uncertain or disconnected	
Meaningful recognition recently received or given	
What deepens trust and belonging	
Next touchpoint	

Shared Agreements and Notes

Guiding Questions

- ♦ What do we each commit to next?
- ♦ How will we stay aligned?
- ♦ How will we support one another?
- ♦ How will we show appreciation and create belonging?