

THE 30-DAY LISTENING TOUR

SOLARA HEALTH CONSULTING | MANAGER ONBOARDING PROGRAM

Your first conversations as a manager matter more than you think. Before you set goals, make decisions, or change anything — listen. This guide gives you a simple structure for your first 1:1 with each direct report.



Schedule a 20-minute 1:1 with each direct report in your first two weeks. Ask these three questions and take notes.

1. What does your day-to-day work actually look like right now?
2. What is one thing that would help you do your best work?
3. Is there anything I should know as I step into this role?



Team Member	Q1: Day-to-Day Work	Q2: One Thing That Would Help	Q3: What I Should Know
Diana			
Andre			
Zoe			
Jacqueline			

Go into each conversation with curiosity, not an agenda. Listen without problem-solving. Avoid making promises in the moment — your goal right now is understanding, not fixing. What you learn in these conversations will shape every management decision you make in the first 30 days.

