

Asking for feedback

Why should you ask for feedback?

By asking for feedback on how you deliver impact, seek growth and inspire trust, you automatically put yourself in a better position to act on the feedback received.

The overall aim of asking for feedback is to obtain different perspectives on your performance to contribute to your learning and growth, and to provide a basis for deeper conversations with your performance manager.

Asking for feedback can often feel like uncomfortable. When someone gives us feedback, no matter how hard we try, our natural instincts tend to trigger a fight-or-flight response. By simply asking for feedback, we can overcome this response by reducing the perceived threat.

Remember to:

- Proactively **ask for feedback** throughout the year on a regular basis from a broad range of colleagues (people who are more senior, junior and peers).
- Adopt a **growth mindset** when asking for feedback.

Remember, this is your feedback:

- **You** can choose how to use it and what to act upon.
- **You** can choose to share it with your performance manager, or not.
- **You** can use it to check in on the changes you make, and whether others see a difference in how you are performing.

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How to ask for feedback

Here are some practical considerations to keep in mind that will help you ask for feedback in a way that makes it easier for you as well as easier for the person you are asking. This increases the likelihood that you will get feedback you can action, which will help you grow and make an impact.



Timely

- Consider whether asking for immediate feedback (straight after an event or a meeting) is appropriate or whether it would be better to wait a day or two to frame your request more fully.
- Don't wait too long after an event to ask for feedback. The longer you wait the less likely the person you ask will remember what you did well and what you could try to improve in future.



Medium

- Consider whether a face-to-face, virtual or written request for feedback would be best.
- You can also use the performance development system functionality to request it.



Clarity

- Clearly articulate **what** you are asking for feedback on:
 - Is this about a specific skill, knowledge base or behavior?
 - Is this about specific examples of the way you deliver impact, seek growth and inspire trust?
- Clearly articulate **why** you are asking for feedback:
 - Are you trying to build or improve a specific skill, knowledge base or behavior?
 - Are you more generally trying to focus your learning in relation to a particular goal?
- Clearly ask for **specific examples** to support the feedback being provided:
 - What did I do to demonstrate this?
 - What did you observe/hear?
 - What was the impact/result of my actions on you, the team, the other stakeholders?
 - What could I have done differently and what might have happened as a result?

By making your request very specific you are making it much easier for the person you ask to provide targeted feedback in an areas that are relevant to you and your goals.