

# Building Trust in the Workplace – Avoiding Harmful Gossip and Rumour



Designed as a half-day program, this course will include discussions, role plays and opportunities for personal commitments to establishing and promoting trust at the workplace

## Training Overview

As social creatures, all of us have a natural tendency to be interested in other people. Casual talk about acquaintances and workmates is an important part of the way we communicate and maintain healthy relationships. All too often, however, if left unchecked, an innocent conversation can quickly veer into harmful gossip and the spreading of rumours. Once spoken, words cannot be retrieved and it may be impossible to undo the hurt they cause. How can you create a culture of trust and respect in your organization? This program will help participants to learn to show personal interest while maintaining a respectful view of other people's affairs. When it comes to sharing information at the workplace, participants will learn to examine their motives for doing so, differentiate fact from fiction, and recognize how harmful gossip and rumour can affect their reputation at the workplace.

### Course Objectives:

- Clearly grasp the differences between idle conversations, gossip and rumours
- Understand your cultural approach to communication
- Learn to identify when a discussion is veering into harmful gossip
- Grasp how harmful gossip and rumour can create barriers rather than build up trust in relationships
- Identify decisive action to break the gossip cycle
- Build trusting, respectful and cohesive working relationships within your multicultural team
- Establish strategies to create a gossip and rumour-free working environment



**Steve L. Muhs M.Ed.**  
Lead Trainer

**PSMB Certified Trainer**  
**Advanced CQ Certified Facilitator**  
**Certified Executive Coach**

Steve is a member of the global community and as such has enjoyed the opportunity to work with and train people from over 50 different countries. Having spent the last 15 years living and working in Malaysia, he hasn't just taught cultural awareness, he's lived it. Steve is an excellent communicator and has enjoyed working with a variety of organizations throughout Asia, designing and facilitating courses that have cooperatively met their objectives with great success.



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