



August 2024: Better Communication



***“Seek first to understand, then to be understood.” –
Stephen R. Covey***

Welcome to the August 2024 edition of **TotalWellbeing**, your guide to the **8 dimensions of wellbeing**. This month’s topic is one we have covered before but is always a good one to revisit, how to enhance your communication skills, and ways to deal with poor communication from others. Better communication is essential for personal well-being as it helps express emotions and needs effectively, reducing misunderstandings and conflicts. Clear and assertive communication fosters stronger relationships, better problem-solving, and decision-making. According to the American Psychological Association, good communication skills are linked to greater life satisfaction and mental health, as they help individuals feel heard and understood, reducing stress and anxiety.

For social well-being, better communication enhances interactions and relationships, promoting a sense of belonging. Strong communication skills build healthy relationships essential for emotional support and social engagement. Effective communication fosters trust and respect, key for collaboration and teamwork. Research from Harvard University indicates that social connections and effective communication predict long-term health and happiness, underscoring their importance in a supportive social network. Take a look at the articles below for some tips on how to boost your own communication skills.

Remember! As part of MINES EAP resources, you can access a broad range of tools to help you and your household members with

This Month’s Focus

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communication. These include free and confidential counseling, online self-help resources, personal development training, and more! We're here to provide you with the support and assistance you need. Call or [log in](#) today for more details today.

To your total wellbeing,
The MINES Team

Keys to Effective Communication

In order to connect with people and help them understand where you're coming from, you have to do more than just state your point. Communication is complex and often learning how to communicate effectively requires practice and skill. Fortunately, there are specific things that you can do to build your communication toolbox; follow the suggestions below to learn some of the key techniques.

Create an Atmosphere of Trust

- When speaking in a group, show others that you are a good communicator. Listen openly to each person; this will show people that you won't embarrass them or twist their words.
- Try to avoid judgment or unnecessary criticism. If you do have to provide criticism, make it constructive.
- Give praise and positive feedback.

[Read more...](#)

Communicating with Difficult People in Difficult Situations

At work and outside of work, you're going to encounter difficult people. The better you know how to communicate with them, the smoother your time together will be. Follow the pointers below to better learn how to connect with difficult personality types.

Tips for Dealing with Difficult Types

- Focus on the good. Find something they are doing right.
- Ask them about something that they have accomplished. What have they done that's been successful? Ask them to elaborate on it.

- Customize your approach to the person. Some people require a more quiet approach, others respond to more of a headstrong one.
- Don't antagonize the person, and try to have conversations where you don't criticize the person. If you need to offer constructive criticism, do it gently, when you have the facts. Afterwards, add in something that the person is doing right.
- Be a good listener. Really listen to the person, even if he or she is irritating.
- Avoid being judgmental and try to stay objective.

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If you or a member of your household needs assistance or guidance on any of these wellbeing topics, please call MINES & Associates, your EAP, today for free, confidential, 24/7 assistance at 800.873.7138.

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