

Communication Tips and Insights for Each Type

How would your conversations be different if you entered them with a posture of humility?

Three Tips to Enhance Your Communication

Put Your Agenda Aside

- Be others focused - honor and respect others by acknowledging their needs
- Can your message wait? Is there something more pressing that needs to be discussed?
- Are you distracted? Acknowledge and reschedule the conversation if necessary
- Be attuned - shift your body to face the person you're talking to
- Don't interrupt - allow people to process information
- Be patient for people to answer - slow down and let people share their complete thought

Seek To Understand

- Ask clarifying questions - don't assume you know what people mean
- Reflective listening - make sure you interpreted the information correctly
- Give or get feedback - ask if your message was received or communicate how you received theirs
- Listen to hear, not to answer - don't just wait for the pause so you can jump in with your ideas

Pay Attention

- Be aware of body language - what are you communicating non-verbally?
- What excites or deflates people - pay attention to these and either foster or reduce these things
- Do you have a bad attitude? Own it, acknowledge it, and don't take it out on others

Growth Tips for Communication

- Watch your tone. You tend to come across as critical and judgmental.
- If something bothers you, let the other person know in a non-judgmental tone. Chances are they are unaware of it and it doesn't bother them.
- Catch people doing things right and tell them how much you appreciate them for it. Affirm and encourage others.
- Avoid picking on small details with insights or criticisms. Be more patient, forgiving and gracious.
- Remember it is not your responsibility to change or perfect others and the world.
- Accept criticism without being defensive.

Improve Communication with a 1

- Understand they don't search for imperfections. The imperfections just jump out at them.
- Be mindful of how you deliver constructive criticism. Their inner critic is already berating them.
- Don't assume they are being judgmental. Instead, see how they are trying to help with their "advice"
- Give regular feedback and encouragement based on facts.
- Inform them of needs, without accusing or criticizing.
- If they seem angry, ask clarifying questions to help them discover what they're really angry about.

Type 2

Growth Tips for Communication

- Every need is not your responsibility to meet. If someone asks you for help, instead of immediately saying "yes," ask if you can get back to them. Assess if this is something you have capacity for or not. If not, be okay with saying "no."
- Directly express your feelings and needs to others. Don't assume they know.
- If you feel someone needs your help, advice or support, ask if they do need it. Maintain healthy boundaries.

Improve Communication With a 2

- When addressing feedback, use positive energy and an encouraging tone. Be warm, affectionate, and relationally connected with them.
- Use the "sandwich method" (say something affirming, give feedback, and follow with more affirmation) when telling them something that might discourage them.
- Discuss anything challenging or difficult in private.
- After a hard discussion, remind them of your love and support.
- Express ways you appreciate them for who they are, not just for what they do.

Type 3

Growth Tips for Communication

- Have patience with others because they may not be as driven or efficient as you.
- If a topic of conversation matters to someone, stay in it with them, even if it's an emotional conversation. How can you encourage them in that conversation?
- When you give others feedback, do so gently, and allow them to respond.
- Ask others about their lives and listen well. Be focused and don't multitask while you're talking with someone.

Improve Communication With a 3

- If they're working or focused on a task, let them finish before you talk about an issue with them.
- Give them specific and clear examples of what is expected of them; being vague can slow them down and frustrate them.
- Encourage them often and affirm their accomplishments.
- Seek, out ways to set them up to succeed.
- Show them they are valued for who they are, not what they do; but also affirm their accomplishments.

Type 4

Growth Tips for Communication

- Realize that when others don't understand them, it's not necessarily because they don't care.
- Mirror other people's moods and conversations back to them instead of just focusing on their feelings.
- Be patient when others are slower to express their emotions than they are.
- Allow others to experience their emotions in a way that is comfortable to them.

Improve Communication With a 4

- If you want a deeper relationship with them, be willing to be more open with your emotions.
- Be authentic and real, authenticity is everything to them.
- Encourage them to express their emotions clearly and to look at things or situations from the positive and negative perspective.
- Tell them what you admire and appreciate about who they are.
- Ask them about their emotions and give them space to work through them. They have a lot.
- If they're melancholy, don't tell them to get out of it or that they're being too sensitive. Have patience with them.
- When giving feedback, don't compare them to someone else. They may become envious of that person.

Growth Tips for Communication

- Understand your needs are not a problem to other people. Learn to ask for help.
- It's your instinct to withdraw from others. Challenge yourself to engage with others and then allow yourself time to retreat so you can recharge.
- Take time to notice and acknowledge others needs and feelings.
- Share your knowledge, even if you feel you don't have all the information. Your insight can be a blessing to others.

Improve Communication With a 5

- Give facts and bullet points. Be brief and to the point; don't give them every detail.
- Give them time to process their thoughts and emotions.
- Let them know how long the meeting or conversation will take.
- Make sure they know what's expected of them, and keep them well informed.
- Ask them how much energy they have left, so they feel cared for and understood.
- Give them a heads up about important discussions, so they have time to start processing.

Growth Tips for Communication

- Calm your inner world before having significant conversations, so you're less reactive.
- Learn to discern which responsibilities are your responsibility and which ones are not.
- When giving your perspective, don't just point out the negative aspects of the situation. Look at the positive ones as well.
- Ask clarifying questions to get the truth, instead of assuming the worst.
- Accept compliments without deflecting them or wondering about an ulterior motive.

Improve Communication With a 6

- Communicate honestly, clearly and directly to keep them from overanalyzing or "what ifing" the situation.
- Don't dismiss their doubts or fears. They are very real to them.
- If you don't have time to have a hard conversation, assure them you will discuss it at a later time. You can even schedule a time to have that conversation. This will help alleviate some of their fear and anxiety.
- Listen to them and reassure them before giving an honest and non-reactive perspective, especially in heavy conversations.
- Allow them to share their thoughts while being a calm and steady presence.
- Don't force them to be optimistic. Instead, patiently listen to their perspective.

Growth Tips for Communication

- Let the person you're speaking with share before you speak. This allows you not to get caught up in your own world.
- Be present in your conversations and patiently listen to others.
- Don't reframe or avoid what needs to be discussed. Stick out the conversation at hand.
- Before you speak, process what you want to say.

Improve Communication With a 7

- Try to avoid environments that can be distracting.
- Listen to their grand ideas and goals without shutting them down; try to incorporate their ideas into solving problems.
- They like independence, so give them as much control as possible.
- Before discussing something that may be difficult for them to hear, affirm them or share positive information.

Growth Tips for Communication

- Realize that being blunt, raw, honest, and direct can hurt others.
- Be softer, warm, patient and more tactful in how they communicate. Encourage others.
- Apologize when people tell you you've hurt them.
- Admit when you're wrong.
- Find people you can trust to help you gauge your intensity. Dial back your energy when necessary.

Improve Communication With an 8

- Be truthful with them and give them the facts. Give it to them straight. They value honesty and directness.
- When necessary, challenge them back if you don't agree with them. Stand up for what you believe in and hold your ground. They will respect you for it.
- Demonstrate loyalty by going the extra mile to back them up.
- Ask them clarifying questions to assess where their heart is, versus incorrectly assuming.
- Remember their direct and intense communication style is often good-intentioned.

Growth Tips for Communication

- Learn to communicate your wants and your needs clearly and concisely, in a straightforward manner. You can damage your relationships if you don't.
- People deserve to hear your opinion, so work on sharing more. You can start with small things.
- Speak up for yourself. If you don't value you, others will learn not to respect you.
- Be aware of overusing affirming language. Encouraging words are important but can lose their impact when overused.

Improve Communication With a 9

- Develop a safe and warm connection with them before difficult discussions.
- Ask them to share their thoughts and opinions before you share yours. This lessens the possibility they will take on your opinions.
- Give them time to process, especially if a big change needs to happen or is going to happen.
- Don't pressure them to make quick decisions. This will shut them down. Be patient and kind with them.
- Affirm them often, and validate their opinions (even if you don't agree with them). It takes great courage for a 9 to share their opinions.
- Convert negative feedback to constructive criticism to help them grow.

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