

Become a Better Leader: 9 ways to get Seen, Heard and Promoted

What actually gets people to listen to you?

How do you become a trusted leader?

What actually gets you promoted?

What you are known for. Plus enough people know this about you.

Having the skills in this checklist means you will get known as someone who is:

- Able to get groups of people to achieve results (i.e. lead).
- To be taken seriously.
- Able to create impact with a team.
- Reliable and trustworthy.
- Promotable – you can handle the next level.

How to know you are doing well

- You've switched from doing the tasks yourself to enabling others to do the tasks.
- You listen and ask questions that help your team find answers.
- You can paint a picture of where the team is going and why, so they are onboard with the mission. (This is called giving context and it is the biggest time saver ever.)
- In meetings, when you speak up, people listen.
- You can concisely tell your story.
- You can switch gears easily to deal with unexpected events.
- You can match pace with your team, then help them speed up where needed.
- You can shut down the inner critics that pop up with their annoying and distracting chatter.
- Being a calm leader when shit hits the fan (you can snap back from freak out to being calm and collected).

Here are a few tips and practical exercises for challenges you might have

*You need to calm your Inner Critics and Be a calm
leader when shit hits the fan.*

What you can do:

- Self-reflection. Get to know the difference between that Inner Critic voice (that judges the crap out of you and everyone else, and generally makes you miserable – even though it will get you up and moving).
- That Sage voice of wisdom who can discern, think, and respond in a positive manner (that lets you feel good in life, and actually helps you achieve more, and faster, while being happy).

Practical exercise:

Get to know your Inner Critic by creating their character. This can be human, animal, or just the general vibe (like the Balrog in Lord of the Rings, all fiery with a whip).

Make a (mental) sketch:

- What do they say?
- What kind of voice do they have?
- What are the colours and shapes?
- What soundtrack do they have?
- What do they wear?
- How do they move? (Strut? Sneak in like a ninja? All casual? Kind and graceful to lead you off into distraction land?).

My stickler? That's a witch and I only see the bony, blackened hand that jabs at my soft spots to tell me where I did it wrong. Cheerful, isn't it?

I'm a hyper-achiever, hyper-rational, stickler who talks to people about emotions and soft skills all day. If my saboteurs defined me, I wouldn't be doing any of this. Don't let yours define you.

You need to switch from doing the tasks yourself to enabling others to do the tasks.

What you can do:

Flip that mental switch to **let go of your old role**. You got promoted because you were excellent at your job but now you need new skills. That's a tough thing to let go of – all the things you were brilliant at. I used to be such a good supply chain planner. But once promoted they needed to be brilliant at helping others be such good supply chain planners.

Practical exercise:

Create a bullet list of things that only you can do because of the role you have. i.e.

- Create opportunities for Anna to contribute to key projects.
- Encourage Bjorn to speak up in meetings.
- Ask the team how they plan to tackle the problem and use your questions to help them create insights and creative solutions.



*Hey, if you liked this checklist, and want to work on some of these skills, I can help.
(All trusted leaders ask for help).*

**Book a call to see how I can help you get seen, heard and promoted
amberrahimcoaching.com/connect/**



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MOTIVATE YOUR
TEAMS

MAKE YOUR WORK
MORE MEANINGFUL