



9 WAYS TO INCREASE YOUR LEADERSHIP SKILLS 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.

CHECKLIST: 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).