

Action Tips for Self

Leading peers can seem at times like herding cats. It may not be easy but it is necessary. Work on it!

- ▶ Communicate your intentions and confirm them with your actions. In other words, do what you say you will do.
- ▶ Listen to what others are saying, not what you think they are saying. Be careful to listen to the whole story before you draw conclusions.
- ▶ Ask questions to elicit information and create avenues of inquiry. (Drop the prosecuting attorney act.)
- ▶ Defend your positions but be willing to act for the greater good. Compromise is healthy for the team.
- ▶ Lead by including others in your decision making and your action steps.
- ▶ Be the go-to person for your team.
- ▶ Look for opportunities to make a positive difference.
- ▶ Focus on getting the work done rather than who gets credit for it.
- ▶ Show no tolerance for the blame game. It is the surest way to make enemies.
- ▶ Make your presence felt; that is, let people know that you are available to pitch in and help the team.