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Being a Leader When You're Not the Boss

Tatiana Rodriguez,
MPH



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"Nothing so conclusively
proves [a person's] ability to
lead others as what [they] do on
a day-to-day basis to lead
[themselves]"

Thomas J Watson
American Business Leader
Former CEO of IBM

Q2

continued

Learning Outcomes

After this course, participants will be able to:

1. Name the 5 points on leading when you're not the boss and how they impact your leadership.
2. Name the 4 Tendencies (ways people tend to respond to internal & external expectations) and how to identify your primary tendency.
3. Name the 5 Languages of Appreciation, how to identify your primary language and how to use them to uplift your teams.

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“Be the kind of leader that you would follow.” -Unknown

What leader do you admire?

- Why?
- How have they influenced you?

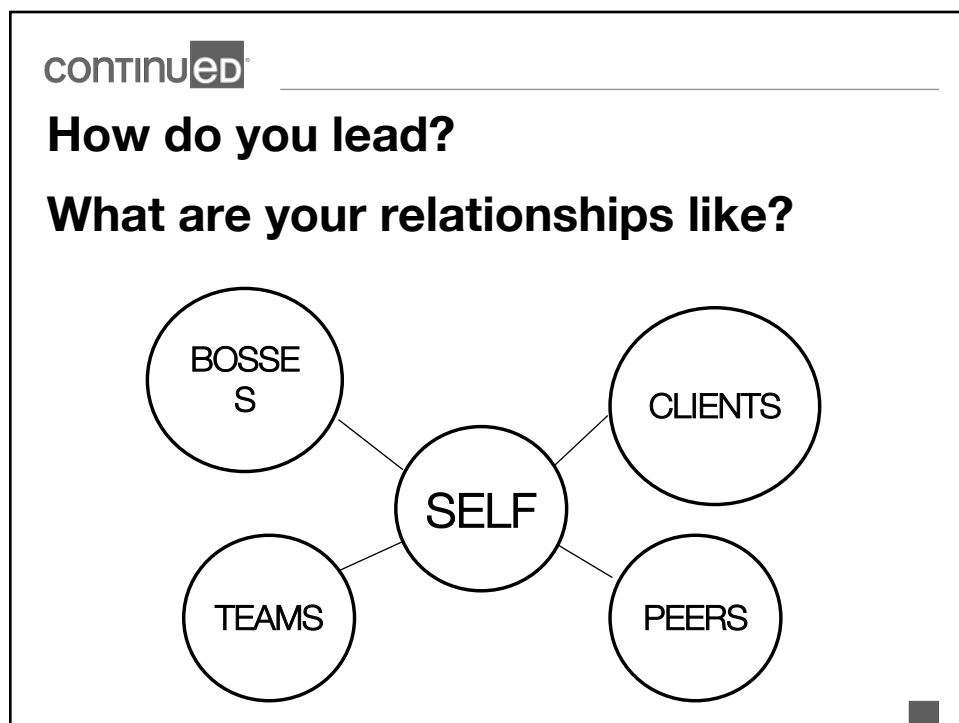
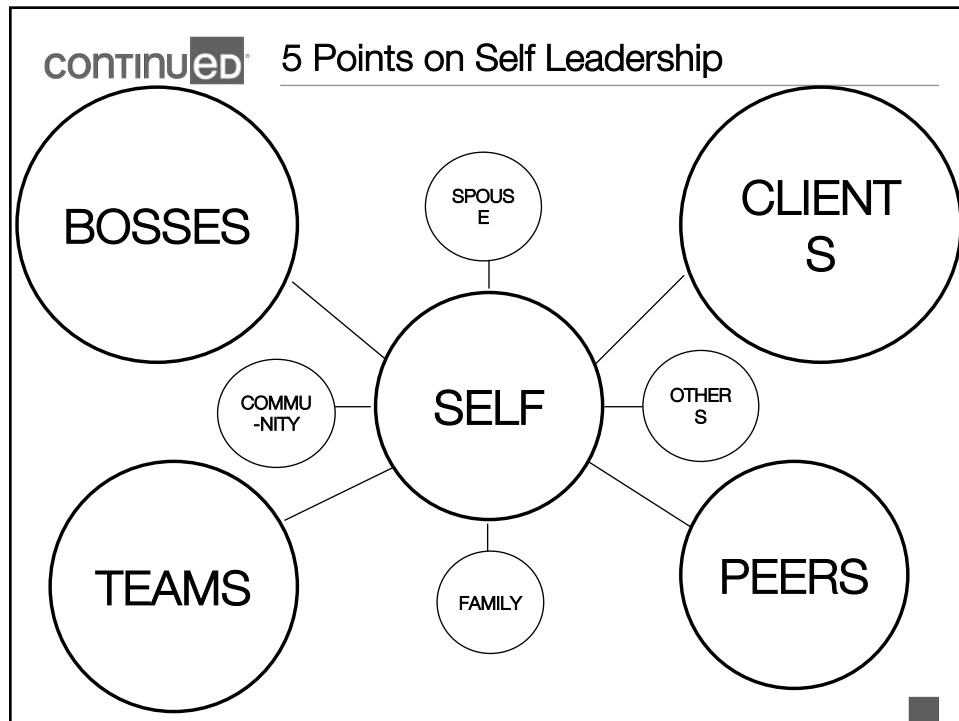
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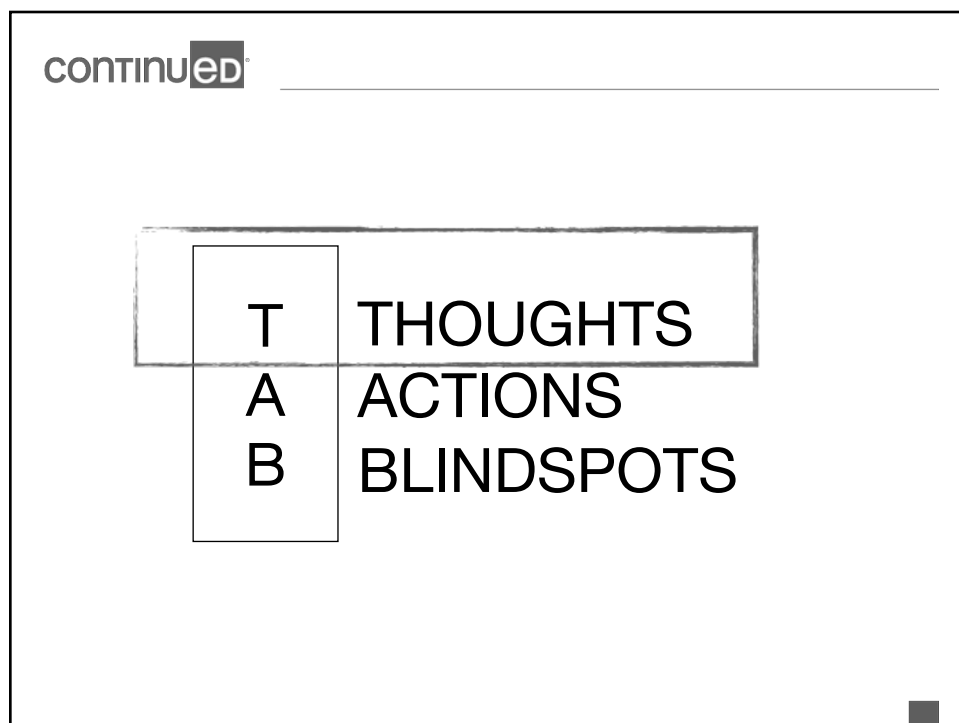
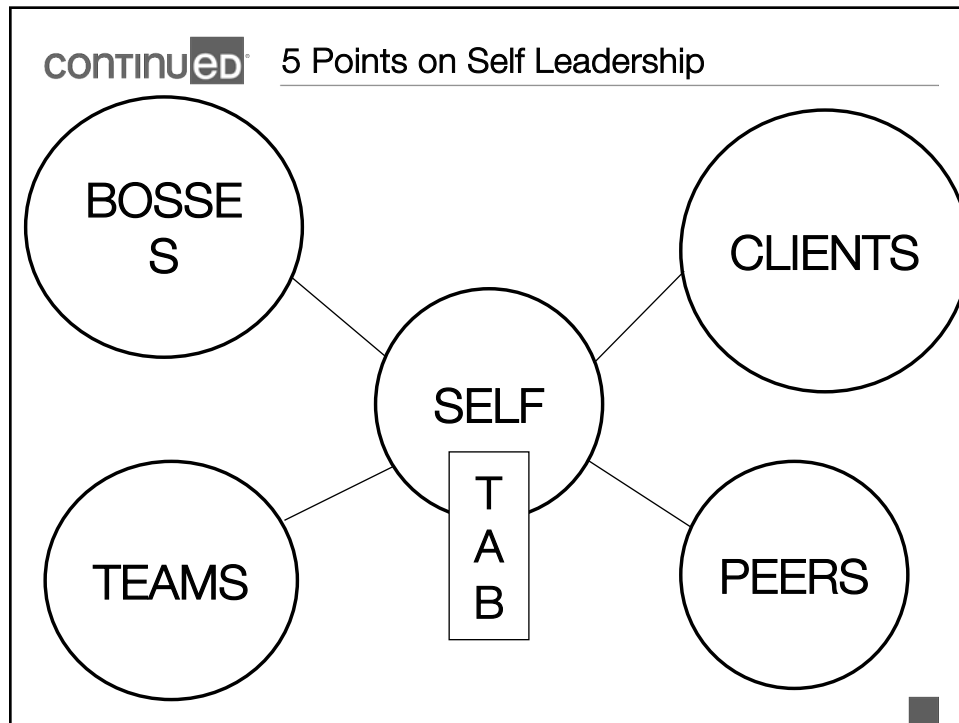
Where do **power and influence** come from?

You can have strong and positive influence even without legitimate power, formal title or extensive experience.

Q4

continued





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THOUGHTS

1. Mindset
2. Self Esteem
3. Reputation

Mindful self
leaders:
monitor own
thoughts &
actions

Q1

continued

MINDSET Fixed or Open?

FIXED: Intelligence, creative ability, & talent are fixed at birth and can't be significantly changed.

OPEN: Curious, flexible & youthful "Rookie Smarts". Growth focused.

Mindset: The New Psychology of Success by Carol Dwek

Rookie Smarts: Why Learning Beats Knowing in the New Game of Work by Liz Wiseman.

Q5, Q6

continued

continued

SELF ESTEEM



continued

SELF ESTEEM - APA Definition

"*n.* the degree to which the qualities and characteristics contained in one's self-concept are perceived to be positive. It reflects a person's physical self-image, view of his or her accomplishments and capabilities, and values and perceived success in living up to them, as well as the ways in which others view and respond to that person. The more positive the cumulative perception of these qualities and characteristics, the higher one's self-esteem. A reasonably high degree of self-esteem is considered an important ingredient of mental health, whereas low self-esteem and feelings of worthlessness are common depressive symptoms."

<http://dictionary.apa.org/self-esteem>

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SELF ESTEEM

My sense of my worth & value.
How much I like & appreciate myself.

How much do you like & appreciate yourself?

Your worth doesn't decrease because someone is unable to see your value...

continued

SELF ESTEEM

“ Self esteem is not a single internal thermometer.”

-Jenika McDavitt
Photographer & Psychologist



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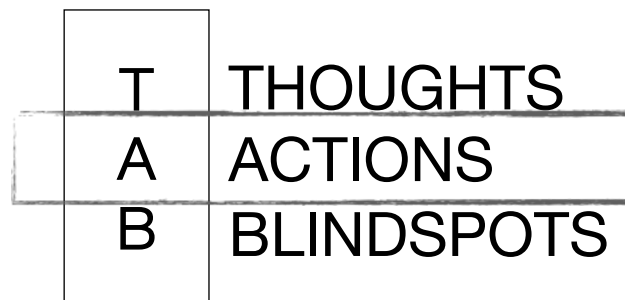
REPUTATION

“noun. estimation in which a person or thing is held, especially by the community or the public generally.”

<https://www.dictionary.com/browse/reputation>

Q3

continued



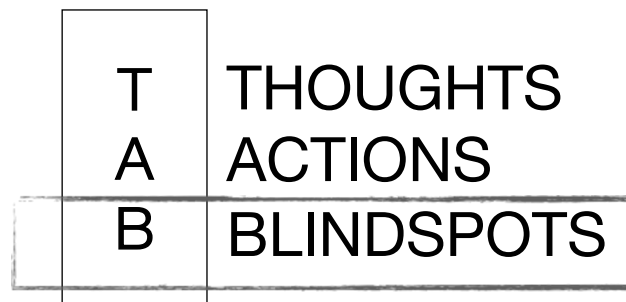
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ACTIONS

1. Words
 1. What we say
 2. What we don't say
2. Behavior
 1. What we do
 2. What we choose not to do

continued



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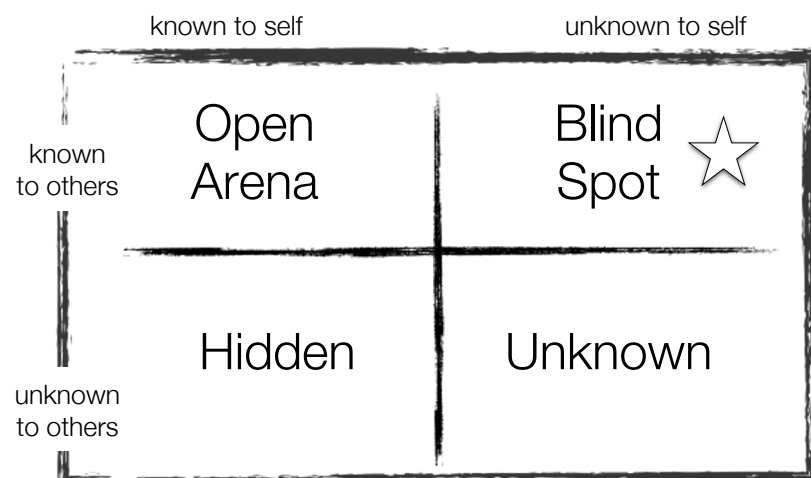
BLINDSPOTS:

Johari Window:

Self Awareness Quadrants by
Joseph Luft & Harrington Ingham

continued

Johari Window:



continued

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Action Steps

1. Begin to have open conversations about your blindspots with trusted people that have your back.
2. This won't be easy. It takes bravery & humility to work on ourselves & listen actively to others.
3. Don't defend yourself in these initial conversations or people will likely never open up again.
4. Say thank you and give yourself time to think.

continued

The Four Tendencies by Gretchen Rubin

<p>Upholder</p> <p>Meets inner expectations Meets outer expectations</p>	<p>Rebel</p> <p>Resists inner expectations Resists outer expectations</p>
<p>Questioner</p> <p>Meets inner expectations Resists outer expectations</p>	<p>Obliger</p> <p>Resists inner expectations Meets outer expectations</p>

continued

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The 4 Tendencies Mottos

by Gretchen Rubin

- **Upholder:** “Discipline is my freedom”
- **Questioner:** “I’ll comply if you convince me why”
- **Obliger:** “You can count on me and I’m counting on you to count on me.”
- **Rebel:** “You can’t make me and neither can I”

Q7

continued

The 4 Tendencies Strategies

by Gretchen Rubin

- **Upholder:** Remember that it’s ok to question an expectation.
- **Questioner:** To avoid analysis-paralysis, set deadlines and limit the number of sources.
- **Obliger:** Accountability Partners
- **Rebel:** Share info, possible consequences and allow for choice.

Q8

continued

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5 Languages of Appreciation

by Gary Chapman and Paul White

1. Words of Affirmation
2. Quality Time
3. Acts of Service
4. Gifts
5. Physical Touch

continued

Words of Affirmation

1. Unsolicited compliment on work well done.
2. Hand written note.
3. Phone call/in person conversation to express gratitude
4. Recognize at a meeting (if they are ok with public acknowledgement)



Q9

continued

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Quality Time

1. Going out for coffee
2. Grabbing lunch
3. Regular one-on-one meeting times



continued

Acts of Service

1. Offer to help with a project
2. Offer to lend a hand when they are overwhelmed
3. Offer to rehearse/run through a presentation, give feedback, etc



Q10

continued

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Gifts

1. Personalized small gift
2. Favorite drink, candy, etc
3. Hand made gift



continued

Physical Touch

1. High 5s
2. Fist bumps
3. Handshakes



continued

Action Steps

1. Take the free tests and read the books
 1. <https://quiz.gretchenrubin.com/four-tendencies-quiz/>
 2. <https://www.5lovelanguages.com/quizzes/>
2. Have your teams take the test.
3. Talk about results.
4. Understand them better. Start speaking to them in terms of their motivation and in languages they'll appreciate.
5. Enjoy awesome relationships. Not perfect but awesome.

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Questions?

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