

HOW TO ENERGIZE & REJUVENATE YOUR CAREER



WORKFORCE PERFORMANCE AND DEVELOPMENT TIPS

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HAVE YOU EVER: Heard your favorite song and instantly turned up the volume or saw your best friend and instantly smiled?

Many of us live for those instant happy-place feeling moments. What's even more exciting is when you can deliberately apply that moment to improve and stimulate life and career situations.

Ask yourself: What gets you instantly smiling and feeling rejuvenated? Is it short-lived, or can you tap into it and hold onto it throughout the day? Can you easily mirror someone full of energy?

Last month, I wrote about the life-essential skill "communications," the most valuable soft-skill needed on and off the job. "Self-awareness" is right next to it! Self-awareness elevates productivity, perspective, and helps performance — leading to a more satisfying life-career experience. Approaching situations positively and with energy transcends with the way people interact with others. Being aware of one's actions and behaviors improve not only ourselves but our surroundings. Shouldn't we be mindful of what communication we are putting out there and how our practices affect us besides others? We can, however, it takes practice.

Four categories to improve self-awareness are:

1. BUILDING SELF-AWARENESS

Self-awareness is an essential part of everyday life. It transfers over to your per-

sonal, social, physical, and work-life. When you become aware of your strengths and your weaknesses — you can determine how to address situations and the effects you create. After you know the impact on yourself and others, will you be mindful of how to change them, or if you even should.

2. CULTIVATING MINDFULNESS

Ask yourself: Do you become fixated on the past or worried about the future? Do you find you often miss vital information in life and work situations? Life continually demands our attention, and cultivating a state where you are consistently aware of your "present moment" is not impossible. To be in the present, you'll need to:

- acquire a sense of perspective
- allow yourself to learn from the past
- live in the now
- listen and observe
- plan for the future

3. HARNESSING EMOTIONAL INTELLIGENCE

Ask yourself: Are you able to manage behaviors, moods, and impulses to the best of your ability according to the situation? Do you have empathy and can remain optimistic even in the face of adversity?

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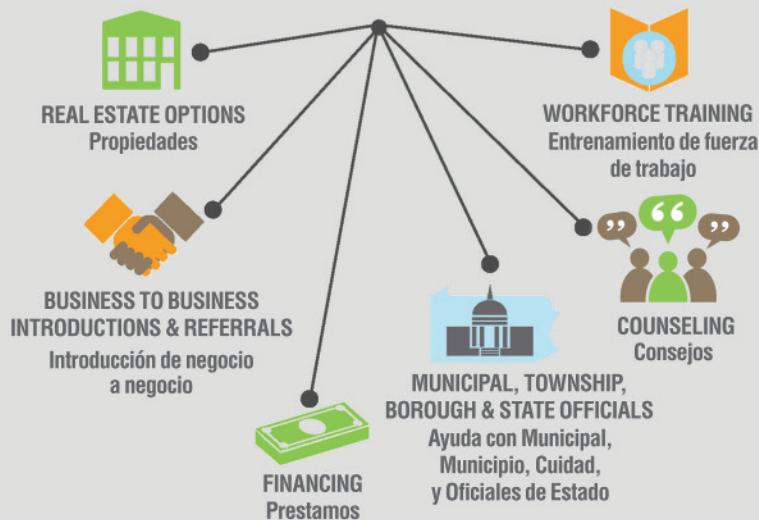
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Are you gifted at educating and persuading others? Do you find you are regularly in selling and negotiation situations or resolving customer complaints often? Harnessing Emotional Intelligence will give you the tools you need to be emotionally intelligent in your workplace and how to communicate with others more effectively. An employee and leader with high emotional intelligence can:

- manage impulses
- communicate with others effectively
- handle change with ease
- solve problems more effectively
- read an audience
- use humor
- build rapport in various situations

4. LEVERAGING SOCIAL INTELLIGENCE

Ask yourself: How confident and comfortable are you in social situations? Are you easily able to create positive connections with people you don't know? Do you know how to read, manage, interrupt, and influence social cues? Do you express confidence in social environments or tend to disappear into a crowd? Increasing Social Intelligence will provide benefits throughout your professional and personal lives. It is a fantastic tool for

developing "people skills." Improving social skills will give you an advantage in your interactions. During social situations:

- actively listen
- identify body language
- demonstrate empathy
- engage with honesty
- relate and give forward

Overall, self-awareness impacts all of us regardless of industry, role, or location.

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Abigail Mirarchi is the owner of Accelerated Instructional Media, Inc, a workforce performance & development consulting company in Leesport, PA. For more information, call 610.730.7681; website: AIM2train.com. HR, T&D and L&D leaders are encouraged to book a free onsite or virtual consultation.