



CAROL MARZOUK
THE EXECUTIVE LION TAMER®
ACTIONS TO START TAKING



**START DOING ONE THING THAT WILL IMPROVE
YOUR REPUTATION AND MAKE YOU MORE EFFECTIVE**

Acknowledge people for their contributions

Ask for help

Admit mistakes

Arrive on Time to Work/Meetings

Keep promises

Ask for advice and feedback

Make amends for the mistakes you have made in the past

Smile

More Approachable

Make eye contact

With an open mind, listen to what others have to say

Trust first

Thank employees

When others engage with you, they should feel welcomed and accepted.

Tolerate different styles and adapt to others' styles

Give complete instructions

Be concise

Share information

Balance my emotions more

More empathetic

Set clear expectations

Care about – and ask about - the other person's experience

Assert your needs appropriately

Give informal, frequent reviews of performance

Allow others' ideas to be executed – Not just yours

More Personable

Ask the other person what they understand

Listen with a pen

More Knowledgeable

Move things forward

Paraphrase what you heard to confirm you understood the other person

Raise standards

Allow people to finish their sentences

Ask how you can help

Use positive body language

If you don't know something, admit it

Lower standards

More Welcoming

Lead others through change

Are you struggling in a new role, stressed, unable to coach or lead? Is your team frustrated, unable to communicate, angry, disengaged? Never fear, Carol Marzouk the Executive Lion Tamer® is here!

www.ExecutiveLionTamer.com

Stop waiting for it to resolve itself!