

# WHERE DO I GO FROM HERE?

EXPLORING MY OPTIONS

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## THE SKY IS THE LIMIT!



## EMPLOYERS ARE LOOKING FOR PEOPLE WHO CAN...

1. Lead, Follow, and Work on a Team
2. Motivate and Manage
3. Build on Their Strengths
4. Speak, Listen, Read, and Write Well
5. Interact Successfully with Anyone Anytime
6. Think Critically without being Critical
7. Embrace Technology with Etiquette
8. Demonstrate Technical Skills



## 1. LEAD, FOLLOW, AND WORK ON A TEAM

### Transactional Leader:

- Exchanges one thing for another with Followers
- Views exchanges as cost/benefit contracts
- Views each Follower as means to an end

### Transformational Leader:

- "Pollinates" higher level needs in Followers
- Identifies and satisfies Followers' needs
- Views each Follower as "whole person"

Sources: Burns, 2012; Bass, 2011



### WHICH TYPE OF LEADER ARE YOU?

- A. I focus on the task(s) at hand
- B. I focus on new ideas and moving ahead
- A. I rely on standard rewards and punishments to motivate others
- B. I am respected for my capacity to inspire others
- A. I simply let others experience the natural consequences of their actions
- B. I create learning opportunities when others experience incomplete success
- A. I "keep track" of who does what
- B. I work to develop strong bonds with followers through a shared vision
- A. Group success depends on my ability reinforce others for successful completion of a bargain
- B. Group success depends on my ability to motivate others to work for goals that go beyond their self-interest

Scoring Key: A = Transactional / B = Transformational

### SIMILARITIES AND DIFFERENCES

**SIMILARITIES** = Both recognize transactional needs in Followers

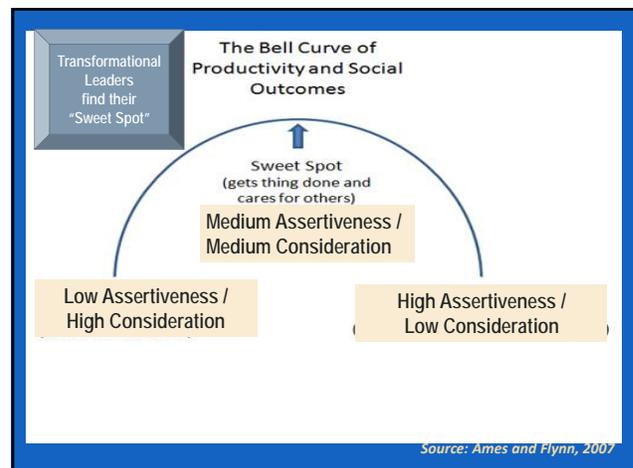
**DIFFERENCES** = Transformational leaders engage ABC (or FAT) components of the "whole person":

- Affective (feeling)
- Behavioral (acting)
- Cognitive (thinking)



### VALUE OF TRANSFORMATIONAL LEADERS TO AN EMPLOYER:

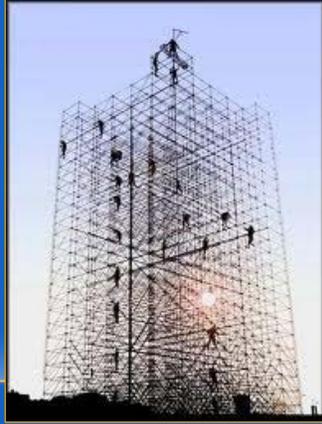
- Increases productivity
- Increases quality of work
- Increases willingness to assist others
- Increases employee & customer satisfaction
- Decreases off-task behavior (worrying, complaining)
- Increases independent learning
- Decreases error rates
- Decreases absenteeism and turnover



## SCAFFOLDING EFFECTS

1. Position yourself on this scaffold
  - Where are you in your career? Getting started, middle, pinnacle?
2. Now imagine there is someone reaching down to pull you up.
  - With the momentum you get from rising up, you propel them even higher
  - And so the process continues...Each of you achieving your best

THAT'S TRANSFORMATIONAL LEADERSHIP!



## THE ART AND SCIENCE OF SCAFFOLDING

- Transformational Leaders do it naturally!
- Might look like mentoring, coaching, or training at times
- Is most successful when it's intentional
- Can "evolve"; is not always planned
- Is exhilarating to both Leaders and Followers!

## WHAT IS SCAFFOLDING?

- Roots in Vygotsky's sociocultural theory and concept of Zone of Proximal Development (ZPD)



Lev Semyonovich Vygotsky, Learning Theorist, born 1896 in Russia

## 2. MOTIVATE AND MANAGE (YOURSELF & OTHERS)

### Self-Motivation means:

#### Keeping promises

- Getting to work on time
- Following through with projects

#### Focusing on the Good Things

- Exploring where your passions and strengths intersect
- Maximizing your individual/organizational "fit"
- Discovering intrinsic rewards
- Enjoying the journey, as well as the destination



*Bloom where you're planted.*

Self-Management means:

Continual Learning

- Knowing what you need to know
- Networking with knowledge bearers



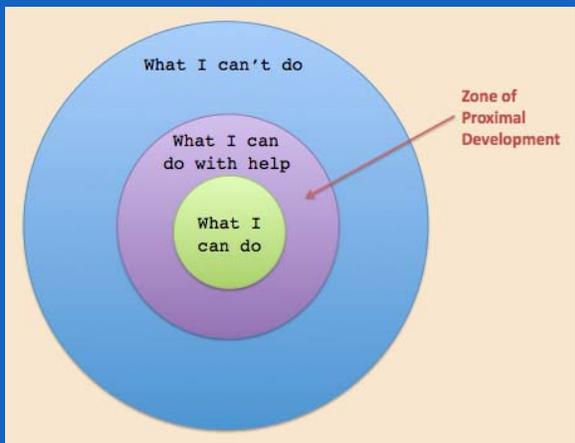
Optimal Organization

- Being able to access what you need when you need it
- Making "excellent" mistakes
- Being able to plan and organize... and then adapt!

KNOWING WHAT YOU NEED TO KNOW

ZPD =  
ZONE OF PROXIMAL DEVELOPMENT

- ZPD = the distance between what one can do and the next learning that they can be helped to achieve with competent assistance
- Everyone has multiple ZPDs!
- We need to identify them, then figure out who can help us close the gap



3. BUILD ON YOUR STRENGTHS

Most people think about "fixing" their weaknesses  
*Successful* people build on their strengths

Focusing on strengths boosts self-esteem  
Higher self-esteem helps us handle stress better, take healthy risks more courageously, and is good for overall physical and mental health!



*It's all connected!*

## SWOT ANALYSIS:

Make a quick list of your....

- STRENGTHS
- WEAKNESSES
- OPPORTUNITIES
- THREATS

*Plan to share at least one strength with a partner!*



## 4. SPEAK, LISTEN, READ, AND WRITE WELL

Communication is beautiful thing... when done skillfully

Speaking and writing well add power and credibility to a message



What if I can't spell well?

## READING IS MAKING A COMEBACK!

1. Read all the instructions first.
2. If you can, hold your left hand in the air.
3. If you can, hold your right foot in the air.
4. If you can, puff out your cheeks.
5. If you can, close your eyes.
6. Ignore items 2-5 and relax.



## LISTENING IS JUST AS IMPORTANT!

"Every person in life has something to teach me—and as soon as I accept that, I open myself to truly listening." -- Catherine Doucette



"The most basic and powerful way to connect to another person is to listen. Just listen. Perhaps the most important thing we ever give each other is our attention... A loving silence often has far more power to heal and to connect than the most well-intentioned words." --Rachel Naomi Remen



### 5. INTERACT SUCCESSFULLY WITH ANYONE ANYTIME

Know your personality type:

D = Dynamo

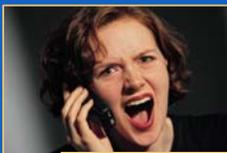
I = Interactor

S = Stabilizer

C = Critical Thinker



### ADDRESS ANNOYING AND DIFFICULT PEOPLE BEFORE THEY BECOME BULLIES



### CONSIDER THE "PLATINUM RULE"

Golden Rule: "Do unto others as you would have others do unto you"

Platinum Rule: "Do unto others as they would be done unto"

*What are the differences?  
The differences are as wide as the world!*



## DOMINANT CULTURE

Who gets to determine "the rules"?

We need to be aware of differences

Organizations develop their own cultures

Promptness

Dress

Participation

Disagreeing

Assisting



## COUNT THE F<sub>s</sub>

Finished files are the result of many years of scientific study combined with the experience of many types of experts.

## 6. THINK CRITICALLY WITHOUT BEING CRITICAL

Critical Thinking = Purposeful judgment which results in:

Interpretation

Analysis

Evaluation

Inference



## THE IDEAL CRITICAL THINKER IS...

- Habitually inquisitive
- Well-informed
- Trustful of reason
- Open-minded
- Flexible
- Fair-minded in evaluation
- Honest in facing personal biases
- Prudent in making judgments

### WHICH ONE FITS YOU BEST?

- Of the 8 criteria listed on the previous slide, which one fits you best?
- Do you use it in your personal life?
- Do you use it in your professional life?
- Examples?

### 7. EMBRACE TECHNOLOGY WITH ETIQUETTE

Being up-to-date on technology is an asset  
Over-using it is a liability



CUSTOMER SERVICE



### 8. DEMONSTRATE TECHNICAL SKILLS

It's all about translation!  
How do the skills you have developed translate into what employers want and need?



## GOOD ACTION WORDS TO USE:

### LOWER LEVEL:

Remember - recognize, identify, retrieve  
Understand – explain, estimate, describe  
Apply - implement, use show

### HIGHER LEVEL:

Analyze – compare, organize, construct and deconstruct  
Evaluate – Critique, conclude, check  
Create – design, plan, produce

## MORE TIPS FOR GREAT INTERVIEWS:

1. Check your social media postings
2. Double-check your application and resume for spelling and punctuation
3. Keep your references in the loop
4. Do your homework (organization, job, location)
5. Be on time

6. Dress appropriately
7. Greet the frontline staff, as well as the interviewer (Think “undercover boss”)
8. Answer questions honestly
9. Leave feeling like a “class act”
10. Send a positive follow-up

Forget all about salary, titles, perks and status.  
Choose a job that makes you go:

