



Accelerating Organizational Effectiveness

CORPORATE CLARITY® INSIGHTS

October 2016
Volume 4 - Issue 9

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Where will Kathy be in October?

Welcome to the October 2016 edition of **Corporate Clarity® Insights**. This newsletter is dedicated to the friends, colleagues and clients of **Katherine Hart** and **ClearVision Consulting**. Within you will find short, pithy and easy-to-apply insights for how to boost your business and personal effectiveness. As always, your feedback and ideas for improvement are appreciated.

Reflection

September has been a time for remembering and reflection. It has afforded me the opportunity to examine the various facets of my mother's life, as well as my own. During a seminar with **Alan Weiss**, when asked what made a successful consultant, he listed a number of characteristics: reading voraciously, mastering the art of language, putting yourself in harm's way to get better, hanging out with provocative people, changing/updating your friends. The characteristic that intrigued me most was to know and build on your strengths. Often I observe people expecting to be enlightened by their boss, significant other or an assessment as to their strengths. Don't get me wrong, I think behavioral and personality assessments are fine when working with a group of people, especially in creating a common language. But keep in mind that people need to sit with, reflect upon and intimately know what makes them unique. Once that's been accomplished, feedback and insights from others are much more helpful and enlightening. Beware short-circuiting personal understanding by relying solely on the insights of others. You risk getting lost in the morass of what other people think, and becoming less clear on who you really are and what you want.

Accelerating Organizational Effectiveness

Focus on Strengths Whether you manage a group or people or just interact with colleagues, make the effort to focus on people's strengths. Too often people focus what others are doing wrong, as opposed to what are they doing right and what can be done even better. Over the last few months I have been handing over key volunteer assignments due to

Hanging out in Shingle Town at the family cabin for much needed rest, relaxation and visioning Sept 30 to Oct 6

Attending the four-part leadership series (Thursday evenings) to prepare for the position of church Elder at Lafayette-Orinda Presbyterian Church starting January 2017

Listening to the Oakland Symphony performance of [Hadleigh Adams Sings Mahler](#) on Friday, Oct 14

Enjoying the Philharmonia Baroque concert [All Beethoven with Robert Levin](#) on Sunday, Oct 16

Participating in the [Rotary on the Lake](#) networking event at Lake Chalet on Thursday, Oct 20

Joining the Family Paths [5th Annual Women's Leadership Luncheon](#) at the Lake Merritt Sail Boat House on Friday, Oct 21

Spending time on the Delta River with family on Saturday, Oct 22

Speaking at the [Northern California RUG](#) gathering on the topic of *Listening Trumps Telling: Enhancing Your Ability to Persuade Others* on Thursday, Oct 27

Presenting a newly designed workshop [New Beginnings](#) at the Lafayette-Orinda Presbyterian Church on Saturday, Oct 29. *This is open to the public so feel free to sign up, though space is limited and filling fast*

Joining with friends to see the play [Our Town](#) at the Altarena Playhouse on Saturday, Oct 29

New Opportunities to Connect with Kathy and Ideas to Accelerate Organizational Effectiveness

In January 2016 Kathy launched her [Managers Discovering Video Series](#). Look for a posting each mid-month of a new two to three minute video segment on topics related to leadership effectiveness. If there are specific areas of interest to you, please feel free to share them with Kathy at kathy@clearvisionconsult.com so

a accepting a new leadership position. During a transition meeting the new leader commented that she couldn't be like me - structured and driving organizational effectiveness. My comment was, "Please, don't be. You are highly skilled at identifying people's skills, praising their efforts, and tapping into the group. Focus on those strengths." She smiled and said, "You're right - that's what I excel at." She's doing a terrific job of taking on this important role and reshaping the team, all the while focusing on her strengths. The greatest gift you can offer to others is your insight into what they excel at.

Clearing the Fog - Personal Actions for Clarifying Your Strengths

- **Identify Your Strengths:** Divide a sheet of paper into three columns. In the first column list those activities or projects you have been involved in within the last six months. Include both work and family projects. In the second column identify what tasks you did as part of those activities. Examples may include: talking to people, creating flyers, planning meals, coordinating different groups, etc. After examining the two columns, write down your strengths in the third column. Think about what you enjoyed and did really well. Not the activities that just got done, but those that excited and spurred you on to do more. As you create this list, feel free to add other strengths that come to mind as you fill in the third column.
- **Feedback on Your Strengths:** Now be brave and share your listing with a significant other. Perhaps it's a spouse or partner, or maybe a longtime girlfriend, sister, brother, etc. Pick someone that knows you well. Ask them to examine your list. What additional strengths would they add? How do they see you show up with those strengths? Tap their insights to fill out this third column.
- **Align Strengths with Future Work and Development:** Now comes the fun part. Think about the strengths you have and write down an upcoming work assignment. How can you tap even deeper into your strengths? Maybe there's an aspect of the project that hasn't been considered, such as outlining future agenda topics. Perhaps you realize with your strength of organization that you would be an excellent person to take this on. Share your thoughts with your manager, boss or team. Next, circle the one strength that you want to get even better at. Maybe, like a friend of mine, you are quite good at listening to people. Using that knowledge you may decide to take a life coaching class to get even better. Have fun getting to know your strengths and discovering ways to enhance them.

October Reading List:

[How to Win Friends & Influence People by Dale Carnegie](#)

As part of a book review club with the Financial Women of San Francisco I went back and reread Dale Carnegie's book. Originally published in 1937, the book was an overnight sensation and became one of the all-time international bestsellers. It is simple and easy to read, with engaging stories sharing Carnegie's rubric for how to get along with people, regardless of what aspect of life you focus on. The messages shared in 1937 are still appropriate and relevant today. As one person in the group shared, "the author talks in plain, simple language as opposed to all the business jargon you hear in leadership classes." We all agreed the world of work would be a much better place if leaders actively practiced the behaviors shared: begin with praise and honest appreciation, talk about your own mistakes before criticizing others, ask questions instead of giving orders, and give the other person a fine reputation to live up to. Several people agreed that, when given praise and recognition by their bosses, even for what seemed small actions, they would internally want to please that person by taking on more difficult tasks and doing their best. Here's to hoping all

she can incorporate them into the content.

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managers may take these insights to heart.

October: Be on the lookout for Tip #10, *Recommend Mentors*, the tenth release in Kathy's monthly video series [Managers Discovering 12 Actionable Tips to Develop Your Direct Reports](#).

Check out my newly released [speaking demo video](#) if you are looking for a nationally recognized speaker on the topics of leadership, culture, team performance or change, then [contact me](#) and let's talk.

Our goal is to provide you with simple and clear actions to accelerate effectiveness in your life and organization. You now have a choice. If you don't want to receive future issues, follow the information below to unsubscribe. If you liked what you read, share the information with a friend or colleague.

Katherine Hart, Ed. D.
President of ClearVision Consulting

Be sure to check out ClearVision's [Free Resources](#) page on the [website](#). Come back periodically as we will continue to post articles and topics of interest.

Kathy Is a Member of:



 The American Society of Safety Engineers



WATERMARK
women at the top,
making our mark together



ClearVision Consulting was founded in 2005 with the express purpose of promoting the potential of people within business environments. Key consulting services offered to accelerate organizational effectiveness and improve human performance include:

[Feedback and Facilitation](#) that jump-starts your business and breaks through human impasses
[Organizational Improvement](#) that aligns structure, business processes and needed change efforts

