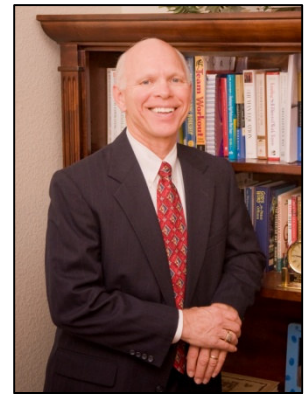


*Helping Leaders Be More Effective & Organizations Reach New Heights In Performance*

## Leadership Solutions Newsletter

**Congratulations! Because of our past relationship** you are receiving our monthly newsletter...*at no cost to you!* If this is your first issue, then welcome! We appreciate the opportunity to share best practices in leadership, management, personal and professional growth, recruiting, retention, and other areas critical to your success.



In this issue, we offer three articles:

- Understanding the Cost of a C Team
- Do You Need a Business Coach?
- Exceptional Leaders

If you have ideas for future issues, share them with us! Again, thanks for your readership.

Again, thanks for your readership.

Enjoy your newsletter!

A handwritten signature in black ink that reads "Merle".

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### Understanding the Cost of a C Team

To comprehend the cost of a C team, it is important to understand what a C team is. C team members are unhappy in their position within an organization, are unfulfilled and, more often than not, disengaged. A team member exhibiting these characteristics has a negative effect on team morale and motivation, resulting in poor work performance.

#### **Integrating Existing Team Members into A Teams**

To make improvements to employee morale, increase job performance, and ultimately to net an increased profit, begin by restructuring the members of the organization. An employee assessment is a crucial part of this strategy. The purpose of the assessment is to select areas and roles best suited to individual employees.



### **Characteristics Included in the Assessment Process**

- Experience
- Intelligence
- Skills
- Behaviors
- Attitudes / Values

An employee's experience for a managerial position may look good on paper, but having the right experience does not always directly correlate with having the proper attitude or behaviors needed to become a success in the position.

An effective employee assessment delves into what motivates the employee in life, both personally and professionally. Motivated employees are happier, work harder, and strive to succeed.

### **Analyze Employee Competence**

After completing the assessment, analyzing employee competence is fundamental. Look for high proficiency in the job skills needed to maintain high performance within the organization. These include:

- Personal Accountability/Accountability for Others
- Developing/Influencing/Leading Others
- Self-Management/Self-Starting
- Team Work/Interpersonal Skills
- Conceptual Thinking/Objective Listening/Empathetic Outlook
- Conflict Management/Problem Solving
- Continuous Learning/Goal Achievement/Results Orientation
- Planning and Organization/Decision Making
- Diplomacy and Tact/Flexibility/Resiliency
- Customer Focus

**A team** members must possess the qualities and job skills needed to work as a productive team member, implement self-management, and to keep pace with a

growing organization.

After analyzing the assessment, use the resulting data to ascertain whether existing employees fit into the currently vacant positions. Restructure positions and terminate employees if needed.

In some cases, an employee may already hold the best position for them and the organization. Consider which factors motivate them and add motivating responsibilities to their job descriptions. Adjusting positions to fit employees will encourage them as well as maintain high employee retention rates.

These twenty-three skills are recognized universally and are integrated into many organizations as part of the employee training process.

### **Tailored Employee Training Programs**

Employees and job positions are not one-size fits all. While assessments are used to place and hire employees, they are also used to benefit employee training programs. Personalizing training programs saves an organization both time and money while keeping the employee undertaking the training both stimulated and motivated.

After hiring the right employee for the job, the assessment should be used to create a training program based on individual needs. Assessment analysis provides organizations with the strengths and weaknesses of each existing and potential employee. The assessment also highlights particular skills that the employee possesses. Implementing these skills in training and in the workplace is a highly motivating factor for employees and leaves them with a sense of being valued. Employees that feel justified in adding value to an organization strive to perform at their best and achieve to their fullest potential.

### **The Results**

Eliminating C teams is a highly effective strategy that is cost effective and performance boosting. Possessing the knowledge of how an existing employee works and what motivates them to do so, is valuable information that can be used to build an **A team**.

**A teams** consist of individual team members that work well together, and benefit from the skills and experience each possess. An **A team** member will step forward when another team member is struggling and use their job skills to teach and motivate. The whole team draws on each other's strengths and make up for their weaknesses; real teamwork.

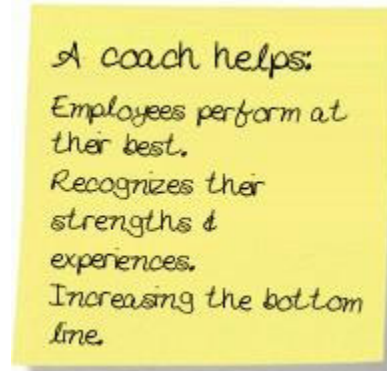
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## DO YOU NEED A BUSINESS COACH?

### The Importance of Business Coaching

Business coaching is defined as an interaction intended to enhance performance and facilitate change. It focuses on sound inner judgment and that leads to the best possible outcomes. Business Coaching has been practiced for years. When you have business coaching in your company, you are opening the door for advancement in the performance of your employees, thus your organization. Some benefits you will realize by implementing this well known practice of business coaching are:



1. ***Employees will perform at their best-*** When you incorporate business coaching into the employee developmental process, your employees will challenge themselves and seek to perform at a higher level. It is very important in any business to have efficient and effective employees. One-on-one interaction with a business coach provides the environment for employees to untap their hidden potential, demonstrate their additional capabilities and the added value their enhanced performance brings. This far exceeds the investment you have made in this person.

Under all circumstances it is prudent to stay ahead in the business world and this becomes more important in times of restructuring and uncertainty. When you want your business to grow, you need to think about how your employees will help secure this growth. Business coaching is your answer.

2. ***Recognizes their experiences-*** This goes along the same lines as employees performing at their best. With business coaching, the employee works with their coach to reinforce their current strengths and to surface new opportunities where these skills can be utilized, allowing the employee to expand their contribution to the company. Business coaching allows for employees to share their work experiences and feel more involved for doing so. Their attitudes change when they feel they have contributed something to the company. This benefit increases the level of the employee's engagement to the firm and has a multiplying effect throughout the organization.

3. ***Increases your bottom line-*** When you have business coaching available to your employees, you recognize and communicate their worth to the company. The main goal of business coaching is to offer the tools and support individuals need to enhance their performance and to facilitate change. Outcomes that you can expect when you have business coaching in practice are higher levels of engagement, as well as, more efficiency and productivity. Investing in your employees is a sound business decision that will yield a high ROI (return on investment). Always

thinking and staying ahead in the business world is what is going to make your business grow. Business coaching is what you need if you want to achieve this.

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## EXCEPTIONAL LEADERS... Align Their Body With Their Intentions

The way you carry yourself has an impact on how you are perceived by others. Your "bearing" can convey confidence, poise, decisiveness and openness. It can also convey arrogance, aloofness, indecisiveness and powerlessness.

Your posture also can have a significant impact on your internal state. Are you ambitious, full of energy, or are you listless and resigned? How you carry your body will influence your moods and what you can achieve. Concave chest, stooped shoulders, slow movements, and shallow breathing can lead to disempowered states, while erectness, deep breathing, sureness of movement can be empowering.

When you shift how you hold your body, new behaviors become possible.

### *Thought Provoker*

- \* Do you move through the world with confidence?
- \* Do you stand tall?
- \* What does your posture say about you to others?
- \* When you observe another, do you make judgments based on how they hold their body? Others do so with you.
- \* Have you tried to shift your mood by changing your posture, how fast or slow you walk, or perhaps how you sit in meetings.

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