



## Timely Information for Personal Success

# Taking Your Workplace Culture to New HEIGHTS – Part I

By Elizabeth McCormick

**Y**our beliefs dictate your behavior and your behaviors create habits that determine your destination. You're either going towards greatness or obscurity; there is no neutrality to your momentum. So, where are your habits taking you?

Leading your organization towards a specific destination or goal is like being a pilot of a passenger airplane – wherever you go, your company goes. There isn't an auto-pilot setting for you if you expect to take your team to greater heights.

If you find yourself and your organization stuck, or you're ready to rev up your engine to soar higher, it may be time to engage your discipline and do the difficult things that other leaders may not do.

Here are some habits that can help you take your organizational culture to new HEIGHTS:

### Hopeful Expectations

Whatever you look for is exactly what you will find. If you expect to find problems, you will. If you expect your team to discover creative solutions, exceed their potential, come together as a team and support you, your vision, and your company goals – they will. A positive mindset is the first habit you need to cultivate and grow a winning mindset. Without it, you will fail to see what's possible.

**ACTION PLAN:** When faced with a new idea, prospect, or proposal (especially in a meeting with your team), always communicate the positives first.

Encourage and engage your team members to participate in developing new ideas. Cultivate innovation by asking them to spell out the pros and cons of their ideas. Then, when they're ready, empower them to run with it.

### Eliminate Multitasking

Just because you're busy, doesn't mean you are productive. When too much emphasis is put on multitasking, it could lead to miscommunication, mistakes, frustration, and unmet goals. It's not about how much you can multitask, it's about knowing which task can multiply your results.

**ACTION PLAN:** Remove all distractions and then decide which task needs your attention and

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## Healthy Recipe: Moist Pumpkin Bread

### INGREDIENTS:

- ½ stick unsalted butter
- ½ cup sugar
- 1 large egg
- ½ cup canned pumpkin
- ¼ cup nonfat, plain yogurt
- 1 tsp vanilla extract
- 1 cup flour
- 1 tsp (each) baking powder, cinnamon
- ¼ teaspoon (each) salt, ginger, allspice

### NUTRITIONAL VALUE:

- Calories per serving: 170
- Carbohydrates: 33 g.
- Sodium: 77 mg.
- Fat: 4 g.
- Saturated fat: 2 g.

### DIRECTIONS:

- 1 Preheat oven to 350 degrees Fahrenheit. Spray bread pan with nonstick cooking spray.
- 2 In a bowl, use electric mixer to beat together the butter and sugar on high speed until smooth. With mixer on low speed, add the egg and combine. Add pumpkin, yogurt, and vanilla, and mix until smooth.
- 3 In a separate bowl, combine flour, baking powder, cinnamon, salt, ginger, and allspice. Fold mixture into pumpkin mixture and combine until smooth.
- 4 Pour into prepared pan and place in center of oven. Bake for 45-50 minutes or until a toothpick inserted into center comes out clean.

Serving size: 1 slice of bread.

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## Questions and Answers

### What to Do When You're Demoted

**Q:** *I was recently demoted on my job. I was the supervisor in my department, and now I have someone to report to directly. He's nice enough, but what gives? Should I quit?*

**A:** First, you should know that demotions are more common than you might think. According to new research from staffing firm OfficeTeam, nearly half of HR managers (46 percent) have seen someone at their company moved down a rung on the career ladder. You didn't state what might have led to this decision, but it's true that it's never easy to accept a lesser role. Show your professionalism by keeping your emotions in check. That's paramount. Here are a few more suggestions:

*Remain calm and get details.* Find out what's expected in the new position and if there are steps you can take to be reinstated in your previous job. Ask your manager to identify areas for improvement and training opportunities.

*Weigh the options.* Think through the changes before deciding whether you want to make the most of the job or look for a different one, especially if the demotion will negatively affect your work attitude. ■

## New HEIGHTS

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work on it until it's done. This works for meetings too. Put your devices away and give your full attention to your team. Before you know it, they will follow your lead.

### Intentional Kindness

Many people have experienced random acts of kindness, but it's time to be more intentional in showing kindness to yourself and your team members. Become more aware of how you can encourage others, add value, meet the needs you see, and extend grace whenever needed. As you do, you'll begin to see that spread throughout your organization and beyond.

**ACTION PLAN:** Set up a charity of the month. Assign a 12-person committee with each member taking ownership of one month. Some ideas include collecting winter coats and canned food, walking as a team in a fun run or 5K fundraiser, hosting a blood drive, adopting a highway, or spending a day with Habitat for Humanity. Encourage involvement by participating. ■

*Elizabeth McCormick is a keynote speaker specializing in leadership, sales, and safety presentations. She was recently named #4 on the list of Leadership Experts to Follow Online. She is a former US Army Black Hawk Pilot, and author of "The P.I.L.O.T. Method; the 5 Elemental Truths to Leading Yourself in Life." To learn more, visit [www.YourInspirationalSpeaker.com](http://www.YourInspirationalSpeaker.com).*