

Speak Up Before You Blow Up!

3 Ways to Express Yourself with Confidence and Clarity



Are You a Woman on a Mission?

Do you want to make an impact in YOUR world? Do you feel you have great ideas, plans, designs, or strategies that should be heard and considered? Are you tired of having your voice silenced? If so, don't blow up! Instead, stand up and speak up so you can be

Heard, Understood, Respected, and Promoted!

Read this document, apply these tips, and get ready to SOAR!

Tip #1

Move From Polite to Powerful with Assertive Language

Assertive is defined as disposed to or characterized by bold or confident statements and behavior. I also like to say it is standing up for yourself while respecting the rights of others.

I know that as a woman, there is a balancing act between being seen as assertive verses aggressive. It takes practice, grace, and sometimes forgiveness of self and others but remember, as a leader, you are modelling the way.

The next time you need your assistant to prepare a report, don't say, "Can you do me a favor and prepare this report by 5 pm today?" Instead say, "I want/need you to prepare this report by 5 pm today. We have a hard deadline. Please let me know if you foresee any issues with completing the project on time."

Tip #2

It's Not What You Say but How You Say It

When speaking, your tone of voice is key. Practice by recording yourself then listening to it. Would you follow you? Does your voice convey energy and strength or is it weak, hesitant, and wimpy? On the flip side, is it too forceful and demanding?

Tip #3

Choose to be a Victor not a Victim

There is a great book by Marsha Petri Sue titled, "TOXIC PEOPLE: Decontaminate Difficult People At Work Without Using Weapons Or Duct Tape." In the book she says you handle toxic people with TLC. TLC stands for Take It, Leave It, or Change It. I love this philosophy!

For example, if there is a person at work that is a bully, you can choose to allow/take the behavior (because everyone else at work does) **or** you can leave the toxic environment **or** you can attempt to change it by calling the person out. In private, you could say, "Are you aware that you are often speaking to me in a demeaning tone? I am not sure why that is but I would like it to stop." The conversation and denial that you will encounter is too long to include here but the point is that you have a choice.

Have Courage - Take Action

As an engineer, analyzer, and introvert, it was not always easy for me to step out of my shell and speak up. I chose to change because I wasn't getting the results I wanted. In staff meetings, I didn't want people to take my silence for ignorance. **I learned to trust myself, focus on the facts (not the story I was making up in my head), and speak up. Then I gained respect and influence. I know you can do the same!**

Contact me to schedule a 15-minute complimentary "Speak Up" Strategy Call (\$100 Value).

Let me help you find an assertive solution to your pressing problem!

Meet Lisa



Lisa Harvey Roach is a communication and leadership expert who has helped companies such as American Express, Bayer, Honda, and UPS, get results by improving their team's communication, interaction, and productivity.

As the founder and President of Wisdom Consulting, Lisa teaches strategies that help people win at work and in life. To help others succeed, Lisa also draws on her 20 plus years of experience in Corporate America in Engineering, Business Planning, Sales, and Project Management.

Contact Lisa today to learn how she can help you, your team, and your company excel!

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**"You get in life what you have the courage to ask for."
— Oprah Winfrey**