

25 TIPS ON... STRENGTHS

ALWAYS:

- 1 Focus more on your strengths than your weaknesses. It's the way to high performance and fulfilment
- 2 Ask yourself what you're drawn to and do more of those things
- 3 Appreciate your colleagues' strengths
- 4 Think about where else you can use your strengths
- 5 Consciously spend more time on your strengths
- 6 If you have to do something you're not very good at and don't enjoy, sandwich it between activities you love
- 7 If you're a manager, discover your staff's strengths and stretch them in the direction of their strengths
- 8 Catch yourself noticing what people aren't doing right and switch to looking for what they are doing really well
- 9 Ask your loved ones what they love doing and take an interest in what they tell you
- 10 Ask your children what they love doing and why. Encourage them to do more of those things
- 11 If you have to do something you're dreading, think about how you can use your strengths to get you through it
- 12 If you're considering a new job or career, give some thought to whether you will really be able to play to your strengths in it
- 13 Include a short paragraph in your CV describing your strengths and the kinds of things that give you a buzz at work. This will give a sense of *who you are* as a person and not just *what you've done* in your career

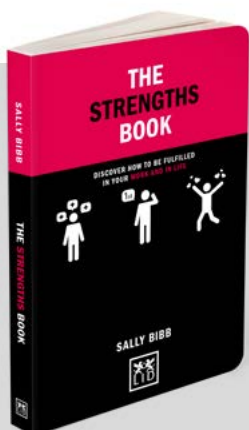
- 14 If an interviewer doesn't give you a chance to talk about your strengths in an interview, take the initiative and say: "If you were to ask me what my strengths were, I'd say..."
- 15 If you feel like criticising someone, ask yourself whether what you're noticing is an overdone strength in them

SOMETIMES:

- 16 Write a weekly log of the things you enjoyed most that week. These are a clue to your strengths
- 17 Send people notes appreciating them for their strengths
- 18 Ask friends or close colleagues what they think your strengths are and how they think you can use them more
- 19 Decide to try a new activity or hobby that you're drawn to
- 20 Make a conscious effort to be *even better* at something that you are very good at and love doing
- 21 Have a think about how you can spend even more time doing things that energise you at work and at home

NEVER:

- 22 Spend more time trying to fix your weaknesses than you spend polishing your strengths
- 23 Struggle on for too long in job that you know deep down is not right for you and in which you feel unhappy
- 24 Convince yourself that it doesn't matter that you are spending so much time doing things that drain you
- 25 Stop doing those things you love and that give you a buzz



THE STRENGTHS BOOK SALLY BIBB



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