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## *a MESSAGE from SYLVIA*

### **Managerial Fog**

Over the course of my career I've known a lot of folks in management positions who were—or still are—walking around in a fog. In my opinion there are different types of “managerial fog” (to coin a phrase). I've seen the clueless fog, the trapped fog, the timid fog, the unplugged fog, the chaotic fog, the confused fog, and the denial fog. None of them are good. For three important reasons you don't want to stumble around in *any* kind of fog when you're the person in charge: You feel awful; others notice; and the work suffers. You're being paid to be better than that.

Every manager I've ever known—including myself—has been plagued by at least one of the “fogs” I just mentioned. The key is to a) acknowledge that fog often goes with the position and b) identify YOUR primary type. Then do something about it. The feature article below can help you figure out where you're still foggy and why.

*Sylvia*

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## FEATURE ARTICLE

### 7 Questions Managers Must Ask Themselves to Cut the Fog

#### 1. Am I comfortable in my role?

This question focuses on your feelings about your management position. It asks you to consider how well you are matched to the duties associated with

your job and if the work is mostly frustrating or gratifying.

## **2. Am I competent?**

Here you must examine your knowledge level, technical and soft skill set, and ability to listen to your gut. Competence also includes understanding how your position contributes to the organization's big picture.

## **3. Am I confident?**

This refers to self-assurance and self trust. In essence, it's knowing deep inside of yourself that you can do whatever is necessary and appropriate in all situations. Confidence is not about being perfect; it's about believing you can and will deliver to the best of your ability.

## **4. Am I self controlled?**

This question asks you to evaluate your ability to regulate and manage your feelings, desires, behaviors, and actions in order to avoid negative outcomes and achieve favorable results. It also invites you to assess your response to stress.

## **5. Am I committed?**

Here you must get real about your personal investment in your management responsibilities. Determine the extent to which you are motivated to go to work and do your best for the sake of your employees and the entire organization.

## **6. Am I clear?**

This question is about your degree of clarity in several different areas: clarity about your position's purpose, clarity about your job duties, clarity about the successes and challenges, clarity about work sequence. It's about your willingness to face reality all day long.

## **7. Am I connected?**

This is your opportunity to shine the light on your professional relationships. Identify each person with whom you have some kind of a relationship and assess the quality of it. Decide if you need to expand your network and why that may be valuable.

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## What Clients Say

*I very much appreciated the April 2013 teleseries entitled: “How to Tame Difficult Employees in 30 Days”. Sylvia’s research and experiences have provided her with a wealth of practical information on this topic. In addition to the excellent content, I was impressed by her skills and abilities to engage the phone audience during a teleseminar venue. I am looking forward to reviewing my extensive notes as I continue to absorb and apply all that Sylvia presented.*

--Jonathan Brown

Training Specialist, PA Department of Health

## Offers and Opportunities

### FREE TELESEMINAR FOR MANAGERS

On June 12, 2013 at 12:00 PM EDT Sylvia will present a one hour FREE teleseminar entitled: “The Secret (and Shocking) Beliefs of Many Managers: How to Let Go and Improve Your Game”. If you are in a management position, particularly one in which you supervise staff, don’t miss this audio event. If you can’t join the call “live”, sign up anyway. The teleseminar will be recorded and sent to your email inbox. [Click here](#) to register.

## RESOURCES

### QUICK SELF ASSESSMENT FOR MANAGERS

To find out exactly where YOU are foggy as a manager, take Sylvia’s quick assessment that can be accessed [HERE](#).

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## TIP

Review your scores on the self assessment you downloaded from the *Resources* section of this ezine. Identify your lowest score. Then choose one strategy—one action—you are willing to implement to improve that score even by one point. Determine a time frame for initiating and completing this step. Describe what success will look and feel like.

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## Where in the World is SYLVIA?

On June 20, 2013 Sylvia will present a forty-five minute workshop entitled: "Emotional Intelligence: How to Use It, Grow It, and Leverage It to Succeed as a Professional" to the Harrisburg, PA Chapter of Executive Women International during their monthly meeting in Camp Hill.



Join Sylvia on these social networks!

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## About This Ezine

This Ezine is 1) to provide readers with valuable FREE content which contributes to both personal and professional growth and 2) to invite them to take next steps toward working directly with Sylvia.

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*Launching Lives Ezine* is dedicated, above all, to “building people ... building businesses.” ©2010, 2011, 2012, 2013

## About SYLVIA

**Sylvia Hepler**, Owner and President of Launching Lives, LLC, specializes in career development for both corporate and nonprofit executives and managers. Based in South Central PA, she specifically supports clients as they upgrade their current job performance, seek a promotion, or plan/navigate a career transition. What makes her services unique is that Sylvia helps people to cope with change, loss, and grief as they work on developing their careers. Her professional background includes: nonprofit executive management/leadership, nonprofit community health program start-up, program evaluation, public speaking, business and freelance writing, teaching, and retail sales.

A certified executive coach through The Rescue Institute in Colorado and a participant in extensive continuing education opportunities with several executive coaches of national notoriety, Sylvia offers individual and group coaching, assessments, teleseminars, workshops, keynote speeches, and retreats. She has also created products that augment her coaching services. For more information contact:

[Launching Lives Website](#)

[Click to contact Sylvia by Email](#)

Reach Sylvia by phone at 717-761-5457

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## Launching Lives SERVICES

**Launching Lives, LLC** is a full service career development company for executives located in South Central PA. Utilizing a holistic approach to service provision, Launching Lives focuses on supporting clients as they create the platinum level career they desire by upgrading their job performance, seeking a promotion, or planning/navigating a career transition

Often people don't really know HOW they might benefit from coaching. Quite simply, ask yourself these questions: "What can't I seem to resolve on my own? What is keeping me awake at night? What am I missing when I look at a certain situation? How can I get to the next professional level? How

can I learn certain skills quickly? How can I narrow my professional gaps? How can I motivate my staff? How can I communicate more effectively so I serve myself and others better? How can I reduce my work-related frustration? How can I develop a viable plan of action for myself and/or my organization? How can I obtain greater job satisfaction? Coaching is the SOLUTION to any of these issues.

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