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a MESSAGE from SYLVIA

The Power of Words

Some of you know how much I like words. Ever since high school I've paid close attention to their sound, their literal and implied meanings, their impact upon my senses, their emotional energy. Back in 2014 when I was writing my book, *Learning Leadership Through Loss*, I focused intently on individual words and combinations of words more than ever. I had to do that—to get every sentence just right. As I listen to my clients during coaching sessions, I concentrate on the words they choose to express feelings, describe a situation, tell a story, or communicate goals. Without exception the words people use reveal a great deal about them.

Whether you are reading, thinking, hearing, or speaking them words contain and carry power. This is because they are a form of energy. And energy is never stagnant. The energy associated with each word you use **creates an experience**

for you. That experience is either something you want or don't want. For



example, when a client tells me that she is sick of her job, she calls forth more misery through the utterance of those particular words. When a client says he is excited about starting his job search, he sets the stage for attracting the success he seeks. It's not an exaggeration to declare that your words, both spoken and unspoken, create your life.

Armed with this truth, you and I need to become more conscious about the words we allow, swallow, and choose—literally minute by minute. Words determine your perspective, and they set in motion a series of actions that bring certain results. My feature article below highlights a list of words that, when incorporated regularly and strategically into your daily language, conversations, and written communiques, can alter the quality of your relationships, processes, and outcomes. Wherever you are frustrated or unhappy, examine your words. They are, undoubtedly, the fuel feeding your experiences.

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FEATURE ARTICLE

10 Powerful Words That Can Change Your Life and Career

Words matter. They define your state of mind, shape your health, determine what happens next, and function as the foundation for your entire reality here on Earth. A little daunting, isn't it? But you can make words work for you by eliminating from your vocabulary some that do not serve and by adding others that do. This article provides a list of ten words (and examples of how you may choose to use them) that possess the power to change your life and career:

Aspire: I aspire to develop the individuals on my team. I aspire to ask for a promotion next year.

Release: I release my need to always be right. I release all non essential activities that have become a burden to me.

Clarify: Please clarify your goals for this project so that we are on the same page. I am asking you to clarify exactly what you mean by that statement.

Connect: I'd like to connect with you soon to pick your brain about X. It's important for us to connect the dots between the three events that led to this project failure.

Accept: I accept full responsibility for what has happened. I accept the

fact that I, alone, do not have the authority to make this decision. I accept the recognition and praise I deserve.

Reframe: Let's reframe the situation so we can look at it from a more positive angle. I want to reframe my negative beliefs about money.

Expand: I'd like to show you how to expand your thinking about Tom's comments during the staff meeting. I want to expand my bucket list to include a trip to Italy.

Persevere: No matter what senior leaders decide about layoffs here at the company, I promise myself that I will persevere and deal with the circumstances at hand. Despite the unexpected challenges that have arisen with this project, I will persevere until completion.

Engage: I intend to engage each of my team members in at least one aspect of the new project. My goal is not just to be physically present at the office but to engage fully in my work.

Transform: As the new CEO of my company I want to transform the workplace culture to improve bottom line results as well as employee satisfaction. A little creativity can transform our mundane bi-weekly team meetings.

It's not enough to know these words; you must employ them. This requires commitment, focus, and effort. You've got to train yourself to adopt power words and make them your own. So the \$64,000 question is this: To what extent are you willing to do that?

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What Clients Say

I hired Sylvia to help me to deal with some serious leadership issues within my team. It wasn't long into the coaching engagement when she noticed how frequently I used phrases like "I will try to do something" and "I hope I can say or do this or that." Although it bothered me a bit at the time, Sylvia called my attention to the kinds of words I was using. She said they were disempowering and eventually would undermine both my self-confidence and my job performance. I had never thought about that! She asked for my permission to stop me whenever she heard me use those phrases during our sessions. After a while I started to catch myself. The biggest thing I learned while working with Sylvia was that words play a significant role in leadership.

- Edward W., Senior VP of Construction Co., Pittsburgh

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Offers and Opportunities

What's Your Favorite Power Word?

Sylvia wants to compile a comprehensive list of power words that ezine readers use frequently at work. This list will be published in the August issue. Which one is your favorite and why? Care to share? If so, send an email to sylvia@launchinglives.biz by midnight on July 17, 2017. Be sure you include your full name, workplace, and mailing address. Yes, there can be something in it for YOU. The first three people to submit their power words and reasons why they are effective will receive a \$10 check. (Keep in mind that \$10 still buys several slices of pizza, a couple of fancy coffees, at least one gently used book, two smoothies, and a ticket to the movies.)

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RESOURCES

A Profound Page Turner

To dive deeper into the essence, purpose, and impact of words check out best-selling author Sharon Klinger's 2013 transformative book entitled *Power Words: Igniting Your Life with Lightning Force*. After reading it, you will never take words for granted again. Available in paper back on Amazon for about \$15.00.

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TIP

Review the ten power words identified in the feature article above. From

that list select one word that you believe could boost your confidence, enhance your professional image, and/or improve your job performance if you incorporated it into your communiques with yourself and others on a regular basis. As you make your selection, be sure that you like this word, that you can imagine yourself using it, and that you are able to visualize the benefits of weaving it into your messaging at work. Then make it your power word of the week and see what happens!

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Where in the World is SYLVIA?

Upon invitation from the organization's CEO, Sylvia recently conducted a 75 minute in-service training for managers and staff employed by Big Brothers Big Sisters of the Capital Region. The purpose of this session was to kick off a brand new customer service discussion with a strong focus on leadership.

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Join Sylvia on these social networks!

About This Ezine

The purpose of this Ezine is to: 1) Provide readers with valuable FREE content which contributes to personal and professional growth as well as overall career development; and 2) Invite readers to take next steps toward working directly with Sylvia.

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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 Golden, Colorado and Quantum Endeavors in Chicago, Illinois (plus a participant in extensive continuing education opportunities with several coaches of national notoriety), Sylvia offers individual and group coaching, assessments, teleseminars, workshops, keynote speeches, and retreats. She also has created tangible and downloadable products that augment her coaching and speaking services.

For more information and to connect with Sylvia try:

[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 managers and 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 may be the SOLUTION to any of these issues.

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