

A KICK-IN-THE-PANTS GUIDE TO:

WORKING LIKE A BOSS

Working like a Boss has nothing to do with being in charge of people or having a C-suite title. Boss behaviors are about being in charge of yourself, your surroundings, your sphere of influence, your reactions, and how you show up every day. Bosses search for avenues of personal accountability at every step.

OWN YOUR SH*T.



Being self-aware of what and how you're contributing to every situation is key. Be solution-focused: humble, curious, and adding value where you can. Know that at every turn, you can choose to bring positive energy or negative energy to your actions. Work will never be ideal, but our mindset can be.

KICK YOUR FEAR IN THE FACE.



Fear is a jerk and ruins us: it keeps us small and staying still. Yet at work, we have to find ways to keep moving, experimenting, and trying things to grow. Identifying when fear is holding you back can help you shake off paralysis and start moving in an intentional direction. There is no single right way, there are many right ways.

EMBRACE THE MESS.



Work and people are messy. They are unpredictable and constantly changing, and we know that is how it's going to be. After accepting this, we can cut through conformity and embrace that the mess is what makes creativity, collaboration, and inclusivity possible.

TALK LIKE A HUMAN.



Being human is hard, don't allow politeness, manners, or passive aggression keep you from being effective at work. Practice openness; get comfortable with discomfort; and read the room to find personal power in effective, clear communication.

BE KIND.



As we get older, more jaded, and more complacent, kindness gets less and less habitual. Exhibiting kindness can make work—and you—more joyful. So much is possible if our actions start with kindness.



Change the culture around you by changing what you bring to it.



#WORKLIKEABOSS