



HOW TO MOVE UP IN MANAGEMENT

TERESA SCHMEDDING ROTARY INTERNATIONAL @TSCHMEDDING

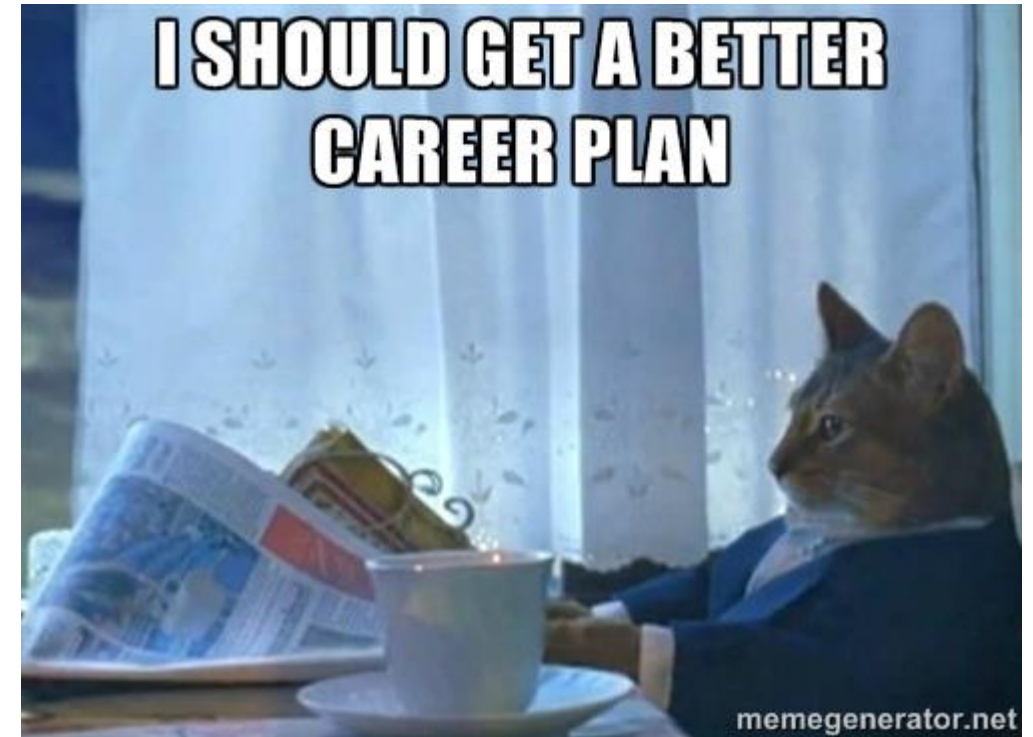
AMY RESNICK PENSION & INVESTMENTS @AMYRESNICK

SHEILA SOLOMON RIVET RADIO AND DEMOCRACY FUND @SOLSHE



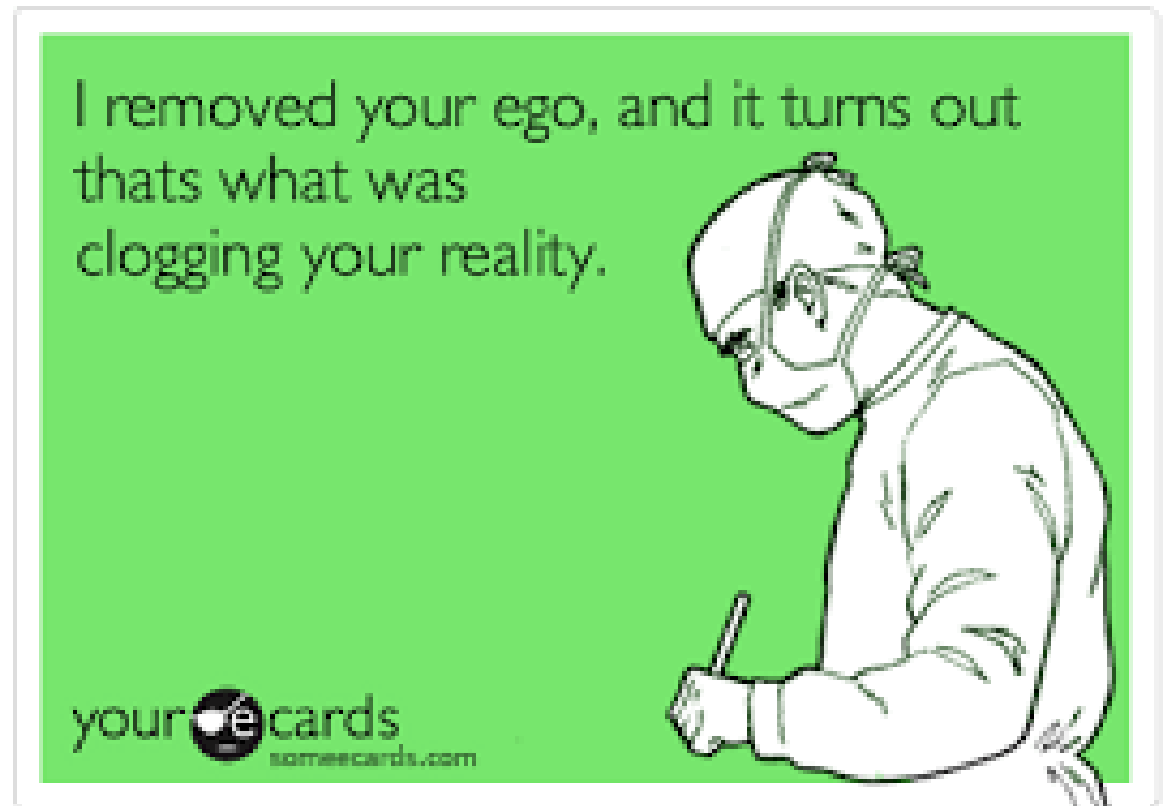
BE PURPOSEFUL

- Know where you want to go
- Chart a way to get there
- Small, steady steps
- Be flexible



DON'T UNDERVALUE YOURSELF

- Don't take yourself out of the game
- Assume that you can do it
- Don't accept poor treatment



INVEST IN YOURSELF

- Ask employer to invest in you
- Demonstrate ROI
- Drive your own skill development

Make yourself a
priority once in a
while.
It's not selfish.
It's *necessary*.

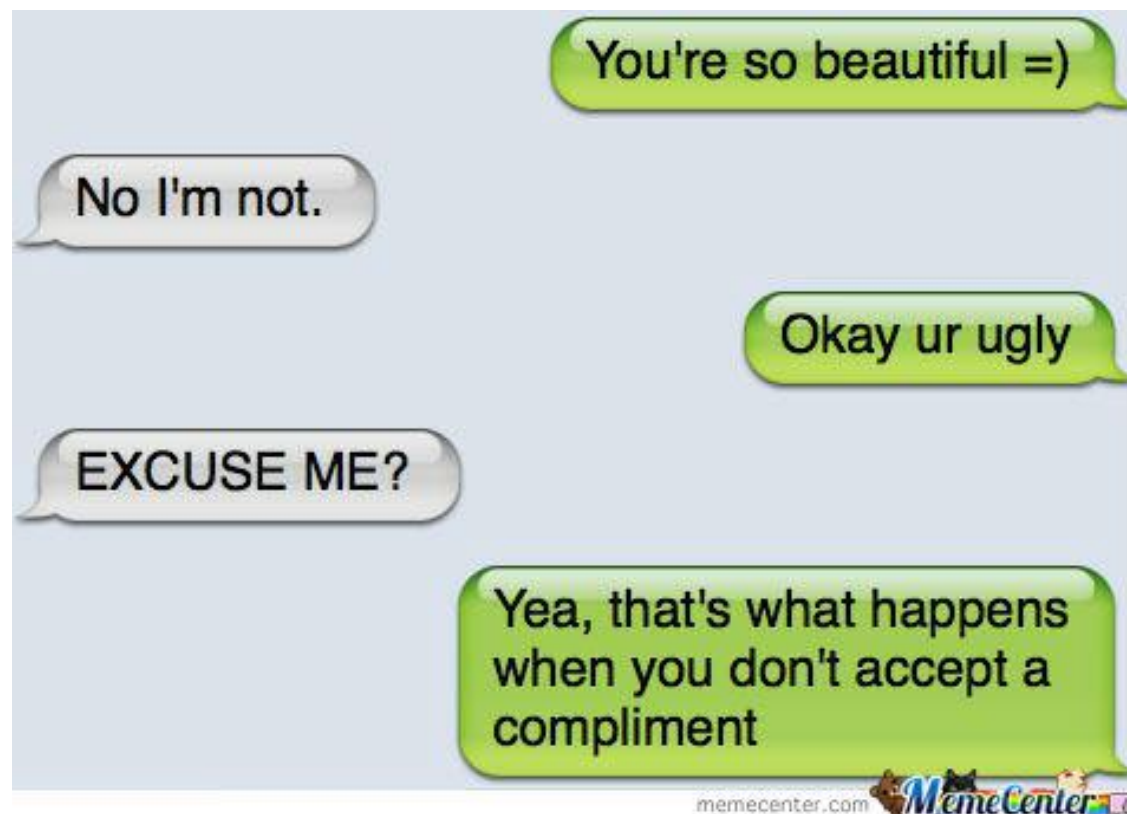
CREATE A CIRCLE, NOT A LINE

- Manage up
- Manage down
- Manage sideways
- You can't hide from bad behavior
- Be generous



SHARE, DON'T SHIRK CREDIT

- Accept compliments
- Own your success
- Learn to say thank you



BUILD A POSSE

- Hang out with who you want to be
- Avoid toxic people
- You will be judged by the company you keep
- Live off positive energy
- Find a mentor

**PEOPLE INSPIRE
YOU, OR THEY DRAIN
YOU. PICK THEM
WISELY.** -HANS F HANSEN

IT'S WORK, NOT THERAPY

- Don't gossip
- Don't complain



ADMIT MISTAKES



- Don't blame others
- Ask advice
- Follow up, share correction

**It's always
the ones with
the dirty hands
pointing the
fingers.**

OFFER TO TAKE ON CHALLENGES

- Be the solution person
- Take risks
- Don't think traditionally
- Volunteer

Do not follow where the path
may lead. Go instead where
there is no path and leave a trail

—  — Ralph Waldo Emerson —  —

BE IN THE KNOW, NOT A KNOW-IT-ALL

- Be great at something
- Be the voice of your industry
- Offer to speak
- Offer to lead
- Make connections outside work
- Build yourself as an expert



DON'T PERSONALIZE EVERY REJECTION

- Learn from every rejection
- Ask what needed for next time
- Examine skills of the person hired

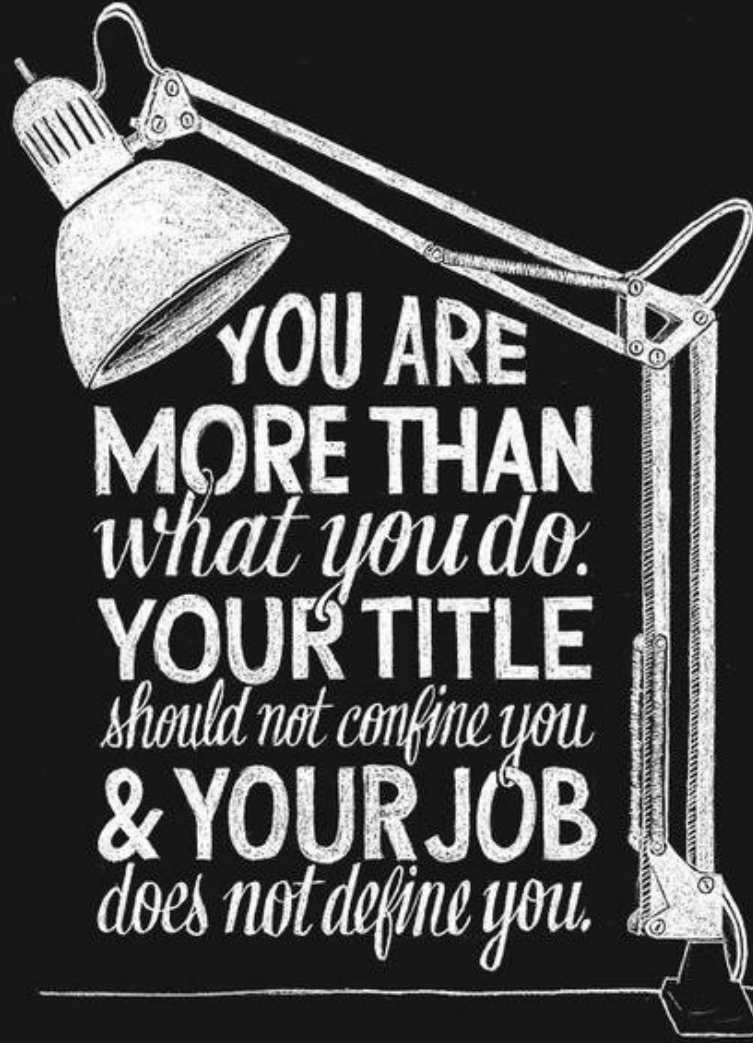


IN SUMMARY

- Make a plan
- Drive your own skill development
- Don't undervalue yourself
- Build bonds everywhere
- Accept credit
- Find your own path
- Admit mistakes
- Be an expert
- Don't take personally

“ A GOAL
WITHOUT
A PLAN
IS JUST
A WISH ”





**YOU ARE
MORE THAN**
what you do.
YOUR TITLE
should not confine you
& YOUR JOB
does not define you.