



TOP TIPS

A collection of all of our top tips shared in Season 6 of The Coaching Cast



Episode 1: Dealing with a Toxic Boss

- Remember; you always have choices, no matter how stuck you may feel
- 2. **Define boundaries** to secure space, rest, and perspective
- 3. **Stay firm, stay professional,** to help you feel in control. Challenge where you feel that you can
- 4. Change your actions, or change the space

Episode 3: Being Assertive

- 1. **Be clear about what you think,** and what you want before you
- 2. **Consider your words and your tone** to get the response you want...be calm
- 3. **Adopt a collaborative mindset.**Offer 'This is what I think, what do you think?' to invite others to share and to demonstrate that you're open and inclusive

Episode 2 : How to Empower Others

- 1. **Ask 'What do you think?'** to engage and involve
- 2. **Consider the learning opportunities** for those you manage. Adopt a growth mindset to help you to delegate
- 3. **Ask yourself 'Do I have to do this?'.**What's the worst thing that could happen if you delegate?
- 4. **Put yourself in others' shoes** and consider how they feel
- 5. Don't tell! Ask!

Episode 4 : Working with Radical Candor

- 1. **Have the conversation!** Face into the situation, be brave, and take action.

 Consider it a learning opportunity for you both
- 2. **Focus on the intention** and of being helpful, and supportive
- 3. **Radical candor is a big topic,** so if you found this episode interesting we encourage you to find out more. Visit https://www.radicalcandor.com

Episode 5 : The Female Likability Dilemma

- 1. **Stop, question what you're feeling, and why?** Be honest with yourself are you being bias?
- 2. **Consider the intent;** the intent behind their behaviour, and their choices. **context of the situation.** How does the environment and the social structure influence?
- 3. Remember; we're all human
- 4. **Listen to the TED Talk Daily podcast episode** featuring film maker Robin Hauser

Episode 6: Hybrid Working with Helen Franklin

- 1. **Be curious; Why? What? How?** to explore all of the potential options
- 2. **Have a conversation;** be open, inclusive, and gather ideas
- 3. **Review what's been working and what hasn't.** Use the date to inform
- 4. Remember; you have the right to ask for what you need to help you be successful. If you don't ask, you don't get!

Episode 7: Quiet Quitting

- 1. **Understand the expectations** of you, of your team, and the senior management
- 2. Clarify and confirm the standards and what is expected. Is what you're delivering good enough? How could it be even better?
- 3. **Determine the boundaries** and involve those around you to shape these. Create space for rest, and for balance, to maintain motivation
- 4. Lead and encourage open, honest, inclusive conversations

Episode 8 : Being Empathetic

- 1. **Listen fully, without interruption.**Give your full attention
- 2. Exercise and demonstrate sincere interest. Develop an honest want to learn and understand
- 3. Avoid the urge to:
 - a Relate
 - b. Fix
 - c. Save

Episode 9 : Office Politics

- 1. Play nice, play fair
- 2. **Stay human** and try to empathise
- 3. **Build positive relationships** which support you and give you energy
- 4. **Know what's important to you and your values**. Work with these wherever possible to stay true to yourself
- 5. **Change the environment** if you want to. It's ok to quit.



Want Our Help to Implement Any of These Tips?

We love to hear from you so drop us an email if you want our help to put these top tips into action or to just tell us how you're getting on using them. Email us at hello@thecoachingcast.co.uk

Meet Our Guest: Helen Franklin Free to Lead Consulting



Helen Franklin is a people and organisational development specialist, coach, and founder of Free to Lead Consulting, with over 20 years experience of shaping organisational cultures across industries

Helen first joined us on The Coaching Cast in the eighth episode of season one to discuss managing individuals and their performance virtually as we all got to grips with working from home during the pandemic in 2021.

In season six Helen returned to the show to give us an update on how to implement hybrid working successfully, utilising some of the recent research Helen had gathered through her work in 2022 with fellow coach and change consultant Geri McKenna.

You can listen to both episodes now across all major plaforms, YouTube, and via our website thecoachingcast.co.uk. Search for season one, episode eight to hear Helen share her experience and ideas on managing performance virtually, and season six, episode six, to hear Helen's advice on how to make hybrid working successful.



Listen to us on the Work, Actually podcast with Kate Chaundy

We each had the pleasure of joining Kate for her Workplace Special series to chat about different topics that can have an impact on our working lives - conflict and parenthood. We both loved our conversations with Kate, sharing our experiences, and tips. You can listen to both episodes now on Spotify and Apple.



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If you want to learn more about these topics or coaching, and how it can support you with your personal development and achieving greater success, you can contact Suzy and Lisa at hello@thecoachingcast.co.uk

You can also find us both on Instagram
@the_coaching_cast or connect with us
individually on LinkedIn. Don't forget that you
can also watch The Coaching Cast on YouTube
and via our website thecoachingcast.co.uk where
you'll also find more information about all of our
guests who've joined us on the podcast, and all
of our top tips from each season.

Season 7 of The Coaching Cast launches in February 2023! Stay in touch by following us on Instagram and YouTube.

