

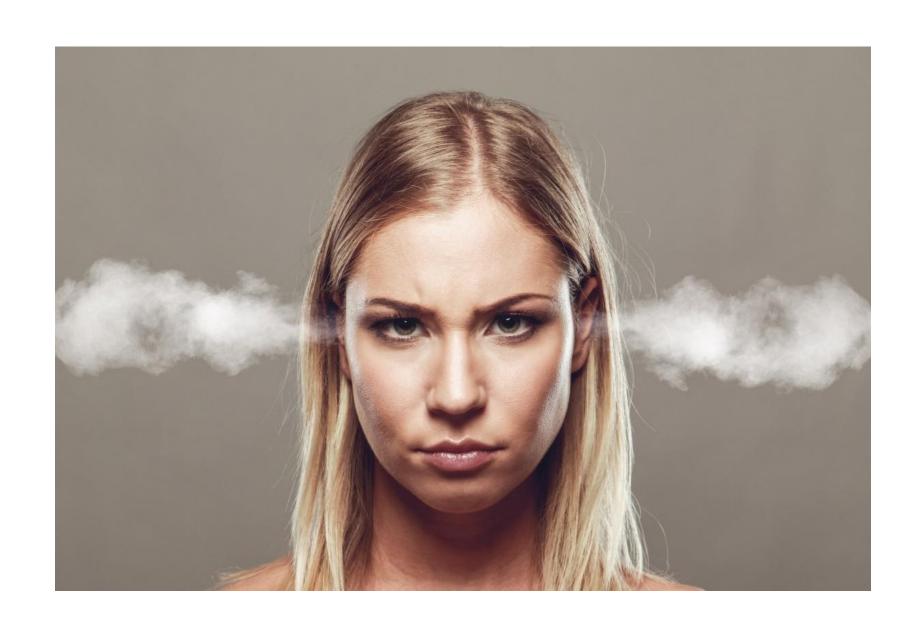
# How to Manage Someone

You Just Don't Like!

Gina Ohanesian | MSOB

# Discuss what <u>causes</u> you to not like someone you manage and the <u>challenges</u> it creates





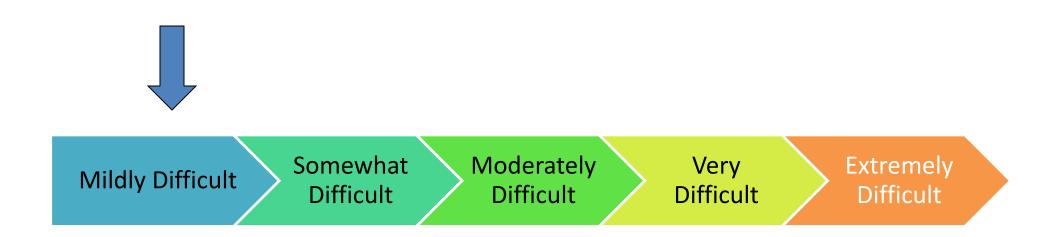
## 5 Causes of Disagreement

- 1. Facts and interpretations
- 2. Approaches and methods
- 3. Goals and outcomes
- 4. Needs and wants
- 5. Beliefs and values

Increasingly Difficult to Resolve

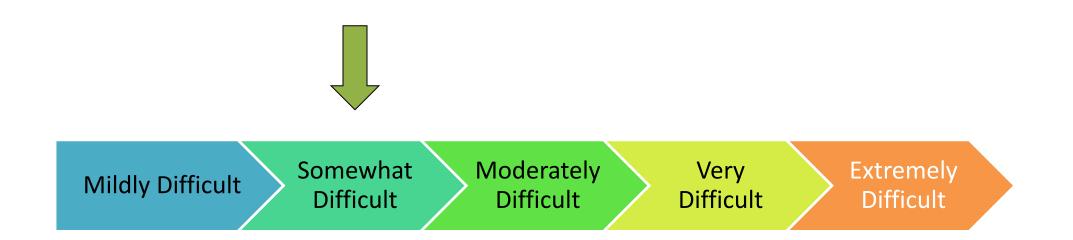
# Facts and Interpretations

Disagreements about information and what it means



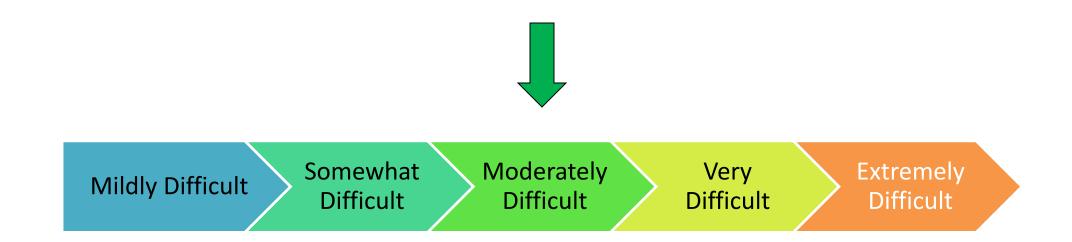
#### **Approaches and Methods**

Disagreements about "how" something should be done (i.e. how a goal or task should be accomplished)



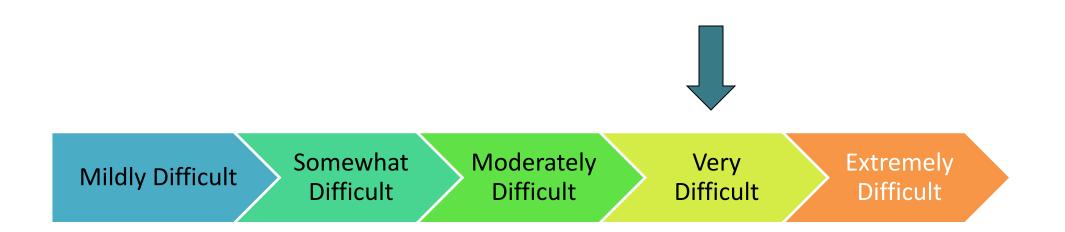
#### **Goals and Outcomes**

Disagreements about desired outcomes – different perspectives about **what** they should be trying to accomplish or "where they should be headed"



#### **Needs and Wants**

Disagreements about what is important to one person (or the person's work unit) versus what is important to another person (or that person's work unit)

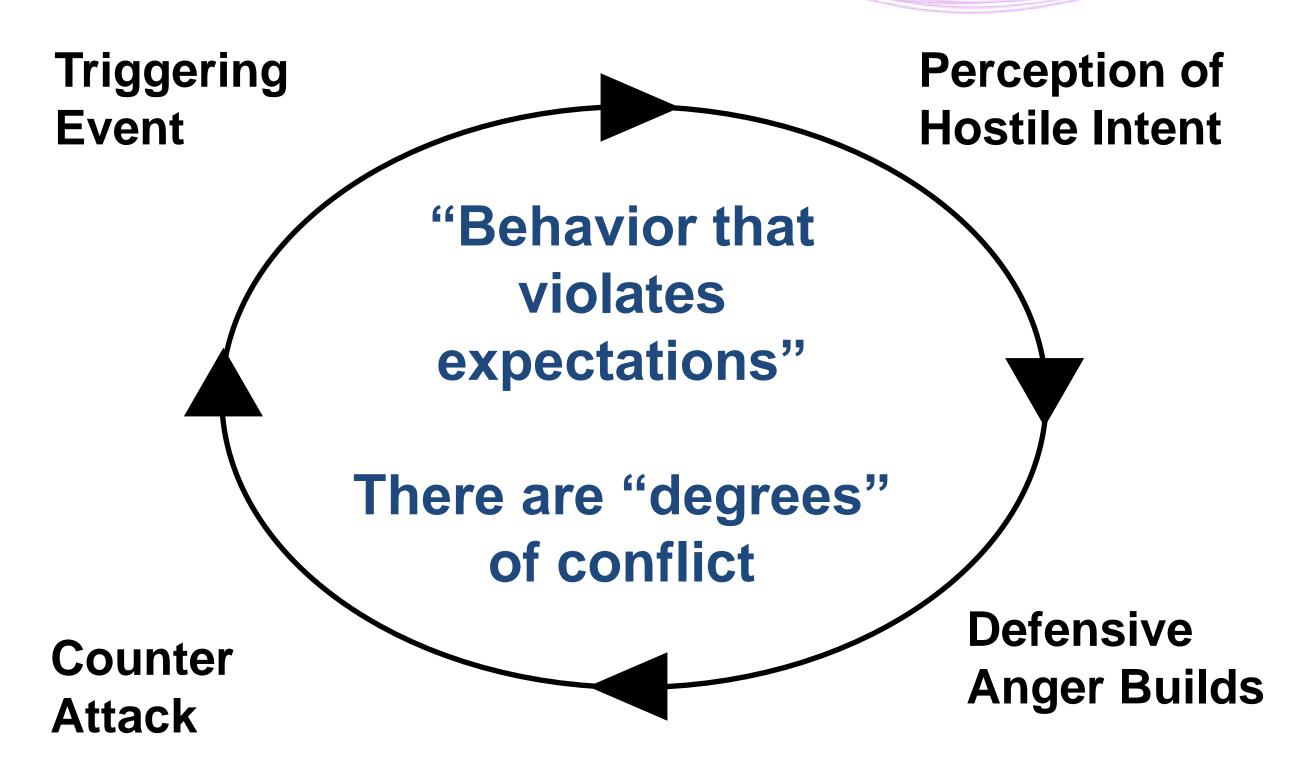


#### Beliefs and Values

Disagreements based on fundamental differences in core beliefs and deeply rooted values

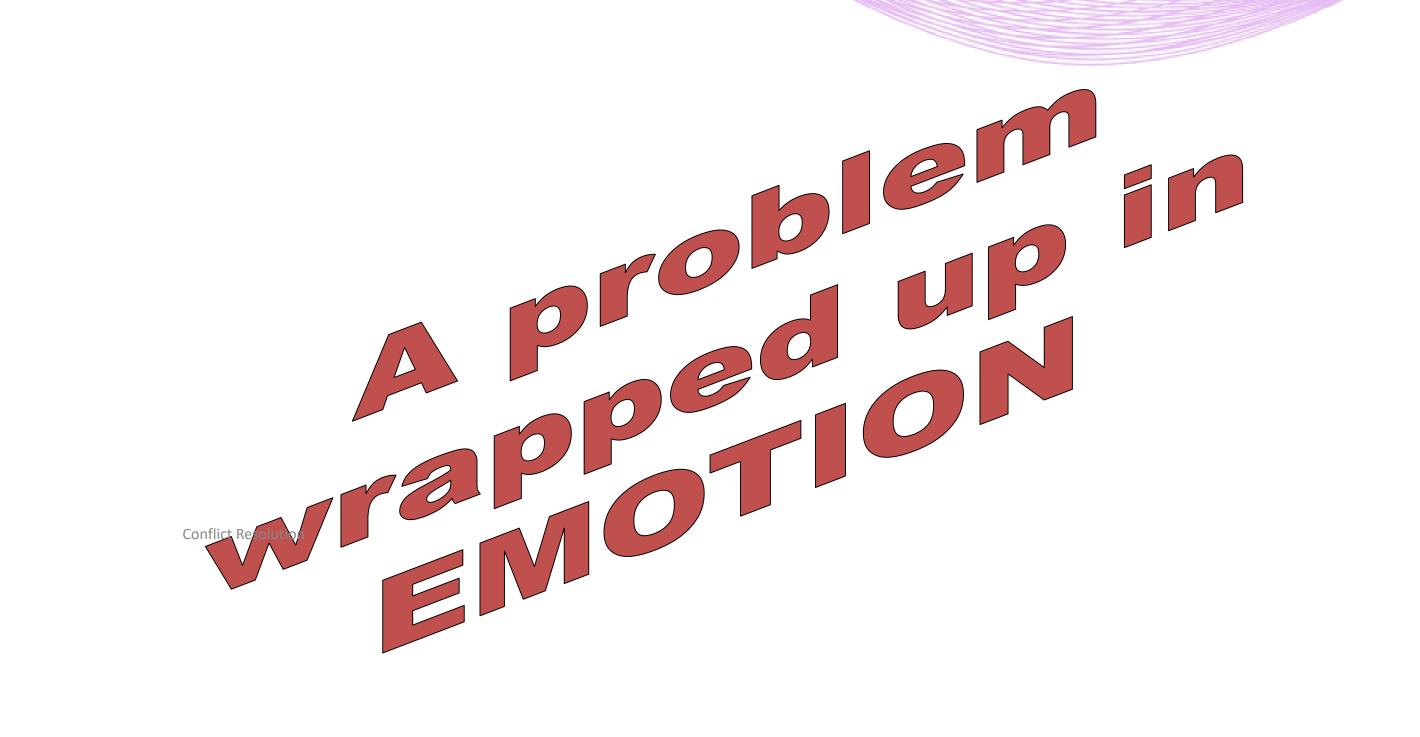


# **Conflict Cycle**



Dan Dana, Managing Differences

#### When You Don't Like Someone it is:



People will forget what you said, people will forget what you did, but people will never forget how you made them feel.

Maya Angelou



# **Emotional Triggers Lead to Fight or Flight**





# **Early Warning Signs**

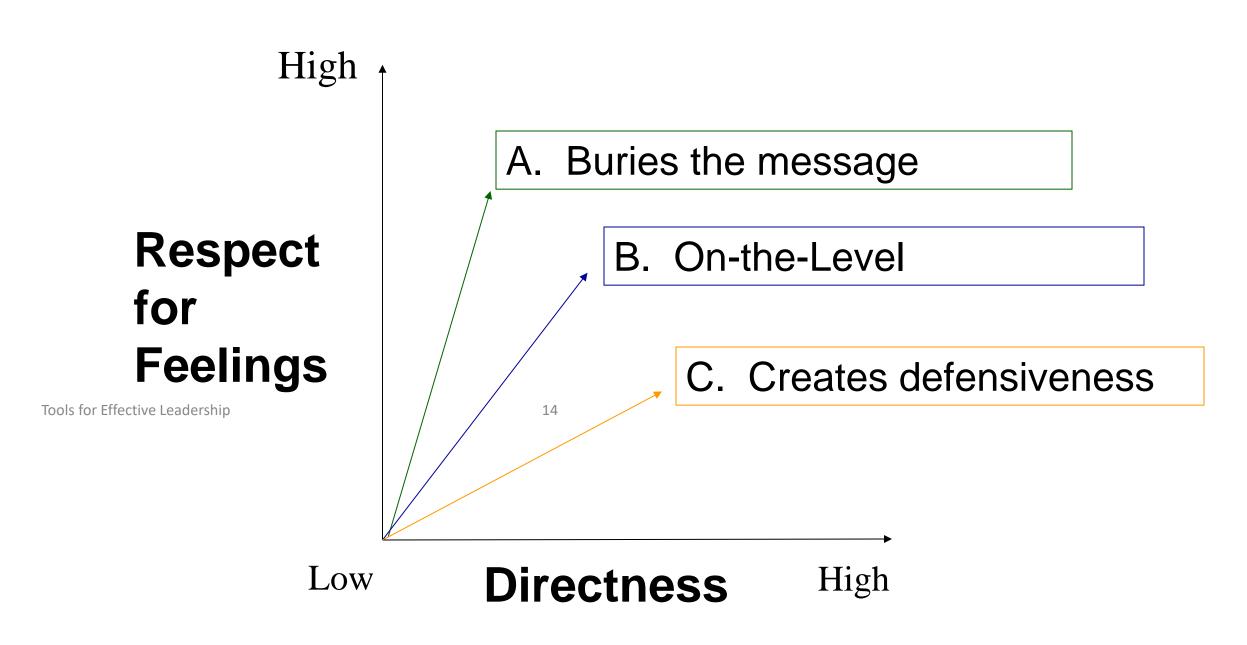
- Pulse quickens
- Blood pressure increases
- Hot earlobes
- Ears turn red
- Face turns red
- Eyes get wide
- Eyes narrow
- Sweaty hands
- Voice volume increases
- Going silent
- Splotchy face
- Stuttering

- Tunnel vision
- Tingling in back of head
- Heat in back of neck
- Loss of eye control
- Fist clenching
- Teeth clench
- Dry mouth
- Leg shaking
- Nose flair
- Butterflies in stomach
- Vein protrusion
- Face gets hot
- Shoulders tense

- Lips tighten
- Voice changes
- Hands shake
- Stomach drops
- Bite cheek
- Nausea
- Skin gets blotchy
- Headaches
- Heart aches
- Hollowness in chest
- Apple watch tells me to breath
- Heart beats fast
- Ringing in ears
- Dizziness

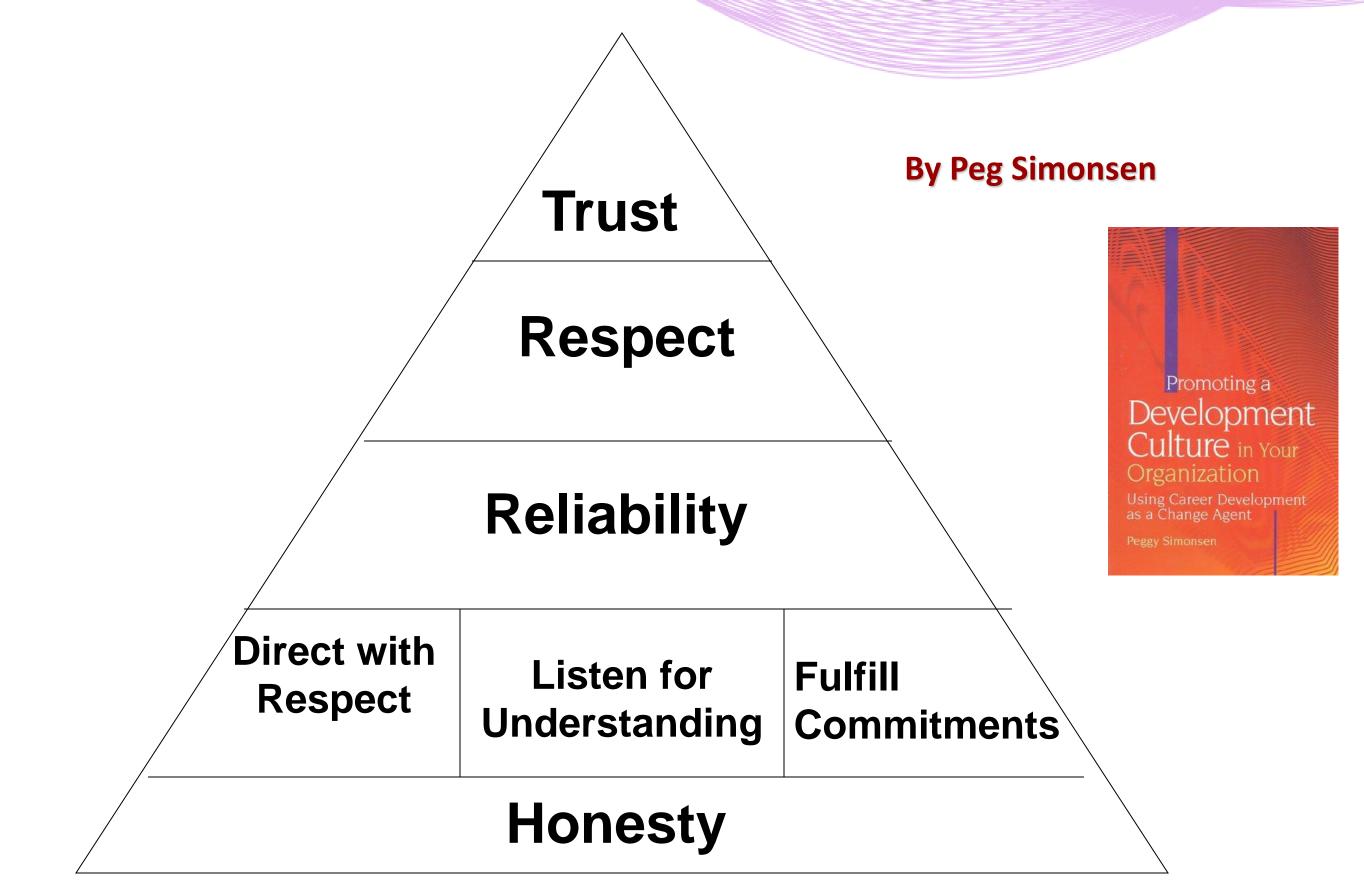
Others?

## **Delivering Difficult Messages**



On-the-Level: Performance Communication that Works, Peter Krembs and Patricia McLagan

# **Build Trust in Relationships**



#### **AID Model**

#### **Action**

- What happened?
- How did the person respond or react?
- What did the person do or not do?

#### **Impacts**

- What were the results, outcomes?
- What did the person achieve or not achieve?
- How did the outcome impact you, customers, financials, productivity, other employees?

#### **Desired Next Steps**

What do you want the person to do more, less of, differently?

## **Actions and Impacts**

Select A or B

A Tells B they are "indecisive"

B Tells A they are "resistant to change"

A Tells B they are "argumentative"

B Tells A they have a "bad attitude"

- ■I observed\_\_\_\_\_, and as a result \_\_\_\_\_.
- ■I noticed \_\_\_\_\_, and the impacts of that are \_\_\_\_\_.

#### **AID: Desired Next Steps**

#### **Options:**

- Tell them what you expect or need them to do:
  - Avoid asking "Do you understand?"
  - Avoid saying: "You should…"
- Ask them:

# To Improve Listening

"I know you believe you understand what you think I just said, but I'm not sure you realize that what you heard is not what I meant."



## **PROBE Listening Skills**

- 1. Prompting
- 2. Rephrasing
- 3. Open-Ended Questions
- 4. Body Language
- 5. Empathy Statements



# Listening Skills: Prompting

Prompting: Short, non-descriptive phrase:

- -"Tell me more about that."
- -"That's interesting."
- -"Go on."
- –"Please continue."
- -"How so?"



#### **Listening Skills: Rephrasing**

Rephrasing: Paraphrasing

- -"If I understand correctly, you're saying...is that right?"
- -"To make sure I'm clear, I'd like to recap what you've saic
- -"What I hear you saying is...did I get it?"
- -"Sounds like you're saying...correct?"
- -"In other words..."
- -Others you use:



## **Open-ended Questions**

#### Open-ended Questions

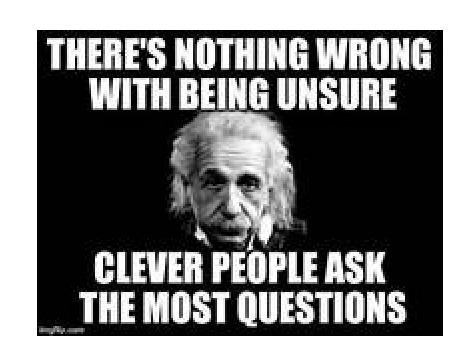
Begin with six common words:

- -What, When, Where, Who, Why, How
- -Can also begin with: "Tell me..."

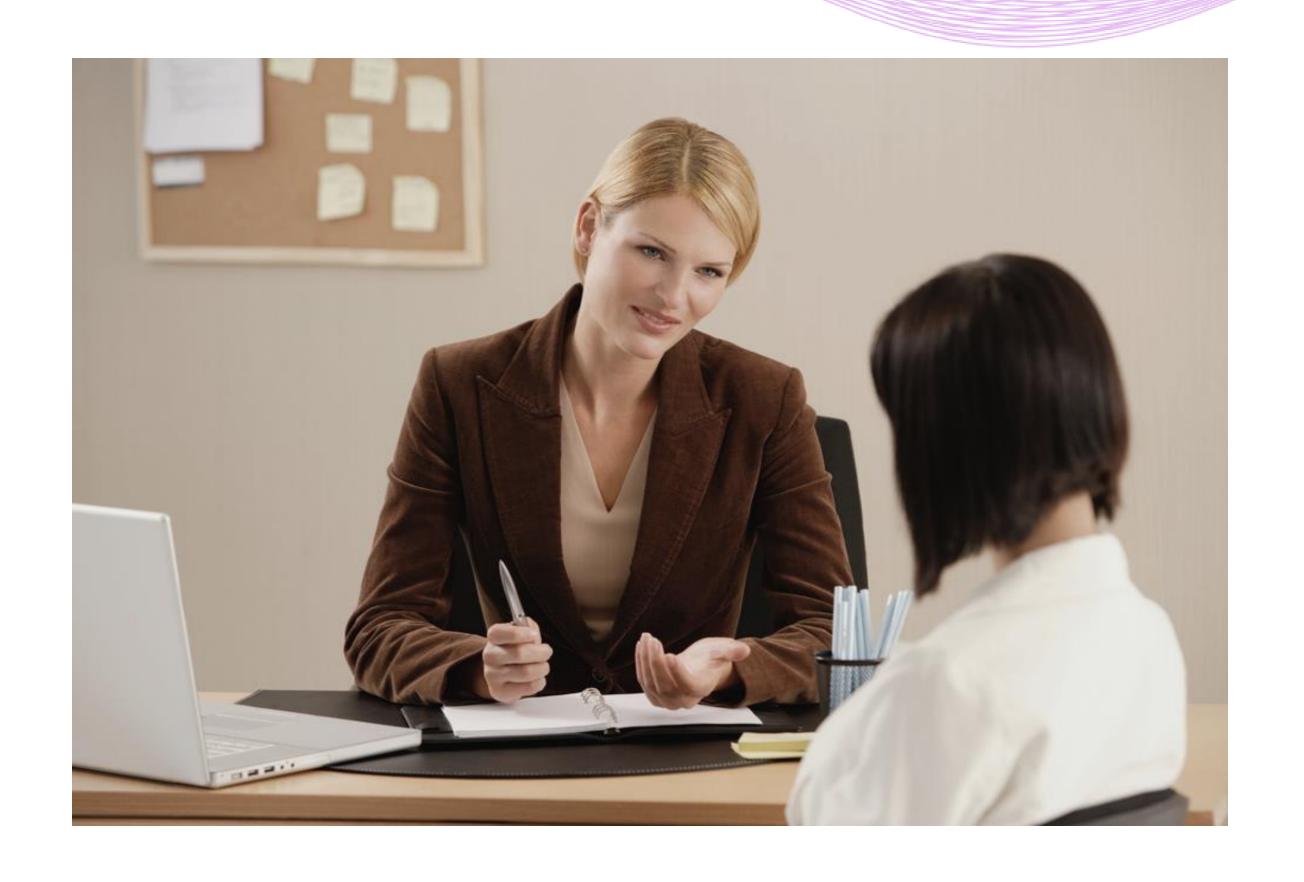
Tools for Effective Leadership

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Frame questions in a positive manner



# **Body Language**



#### **Empathy Statements**

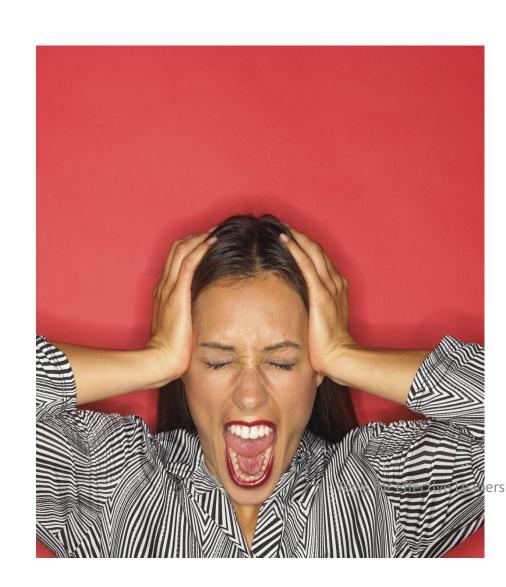


A skill that clarifies, builds empathy, and calms negative emotion.

Can deescalate a situation.

Empathy statements include an emotion descriptor and a cause: angry, frustrated, concerned, anxious, happy, encouraged, etc.

# **EMpathy Statements include "EMotions"**



**Empathy** is not empathy unless you say an emotion word

- "I know how you feel" is not empathy.
- Be careful as clichés can sound insincere:
  - —"I hear you."
  - -"I know where you're coming from."
- Also, try to avoid saying "but" after an empathy statement:
  - -"I know you're furious, but the work still has to be done."

# **Empathy Statements**

#### Three steps:

- 1. Accept what the person is saying as fact
- 2. Feedback your understanding of their feeling and the why
- 3. Stop talking to elicit a "yes"

Sentence Starters			
"It sounds like you're	because		<i>"</i>
"It can be	when	<i>"</i>	
"The fact that	seems to make you	J	

# **Key Take-Aways**





# Thank You