

# COACHING GUIDE MODULE 5

## LESSON 3: DISCOVER YOUR VOICE

This entire Module will help you increase your personal power so you can steer your life in the direction you most want and be respected for what you bring to the table. This Lesson on discovering your voice will help you learn new ways to use your powerful voice as a leverage point in your personal power.

Use a notebook or journal to complete the exercise below. Keep all of your reflections together in one place so you can refer to them throughout the Lessons and the entire series.

Many women have been told we are too pushy, too assertive, and overall, just too much when we articulate our opinions strongly and clearly. When men are strong and assertive, maybe some people don't like how they are being spoken to, but no one calls them derogatory and belittling names because they say what's on their mind.

I believe it is important to call out our opinions and ideas. I believe it is important to articulate our ambitions. Women often have a negative opinion about ambition in general, as many of us have been conditioned over time to be collaborative and non-confrontational. Most men I know do not have this problem. Women want to be successful but feel awkward admitting it and letting others know we want a raise, we desire a promotion, or we deserve consideration for big opportunities. For some of us, when we articulate our desired ambitions, many women report it's uncomfortable and feels like they are bragging or they stand out too much negatively, or we think other women will be put off by our display of confidence.

Forbes has a great article (<https://www.forbes.com/sites/bonniemarcus/2015/11/16/the-7-most-effective-ways-for-women-to-own-their-ambition/?sh=39a8bd662d3e>) on how to own our ambition that I think is worth the read. If you are unable to click the link, you can always google search for the article since you now have the title of it in the url above.

Let your key stakeholders, your coach, your mentors and sponsors know your aspirations so they can help you get there. No one can read your mind and if we don't tell them clearly. If we are reserved and do not speak up, how can we expect them to know. I cannot tell you how many women have told me if they do a good job, "they" will notice and do the right thing by us. Usually this does not work as "they" don't know what we are aiming for so how can they give it to us if we have not told them. In addition, when we hesitate to declare our ambitions, it keeps us small and robs us of our power.

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## EXERCISE 1: USING YOUR VOICE TO DECLARE YOUR ASPIRATIONS

What are your professional aspirations? Take some time to think about this. No matter where you are in your career lifecycle, there is usually something you want next. Is there something that you aspire to? Have you told the people that can help you make it happen?

**STOP and PAUSE THE VIDEO:** Once you have completed making your list by writing in your journal, continue the video.

Once we identify our aspirations, we need to self-advocate for them. We need to say it out loud. To the people that can help you make them happen. Sometimes we need to call the thing the thing. Is there an elephant in the room that you are not talking about with others because you think there might be a price to pay? Is that price really true or did you make it up in your mind without solid evidence?

Our voice is a precious asset and if we keep silent about things that are important to us, or help us in some way, or assist our organizations moving forward, we become part of the problem. Don't wait for others to speak up first. Don't let someone take your ideas without calling them on their behavior. Don't wait for things to change or for your boss to leave. Call the thing, the thing and articulate your aspirations out loud to the people who will support you and who can help make it happen.

The exercise in this specific Lesson is designed to increase your professional power at work through being able to articulate your ideas, your desires and your aspirations for your future.

## JOURNAL AND REFLECTIONS

This exercise is meant to begin to create a picture of yourself when you are at your best using your voice. Who you are when you are at your peak with a confident voice is the core of your authentic professional brand and power?

Journal your answers to the questions below. Journaling is more about writing stream of consciousness versus getting it right or making it sound pretty. Journaling is a process that unearths curiosity and wonder within us. After completing the exercise above...

What top 3 observations do you have?

What patterns, if any, do you notice?

What specific things resonated most or seem right on target for you? And why?

What resonated least or seems less relevant for you? And why?

What are your biggest ahas or take-aways?

What did you learn about yourself that delighted you most?

What are 1-2 next steps you will take with this information you now have?

## FOLLOW UP

Want more help understanding what this all means and how it relates to where you are or where you're going, reach out to me at Wendy Capland, [wcapland@visionquestconsulting.com](mailto:wcapland@visionquestconsulting.com) to schedule a one hour 1:1 Coaching Session. Investment-\$500.