

## How to Influence when you're not 'the boss' (2)



Last week I identified 5 ways to influence others at work when you are not their boss

One of my clients pointed out that it is important to take people on the journey with you and he is absolutely right. But how do you do that when, again, you're not the boss?

1. Create a powerful vision for what you want to achieve – and make it 'real' rather than corporate BS.
2. Few people get 'taken on the journey' by email. Much better to do a face to face or, if that is not logistically possible, speak personally to them by telephone. And the key here is speaking TO them not AT them. Then, as I suggested last week.... .SHUT UP AND LISTEN! To their questions, their concerns, their suggestions, their ideas ....you don't necessarily have to agree with them but people value being heard. So hear them. If they say 'it can't be done' – ask 'why not?' or 'what would YOU do in my position'? They may have some valid reasons – and you may learn something new. If it's a question of 'too busy' then remember last week's question: 'How can we work together on this given our competing priorities?'
3. Explain how what you're asking them to do fits into the wider context/the bigger picture/other business activities going on. There's nothing worse than doing something in isolation without understanding how it all fits together
4. What's in it for them? Ask them what they like about what you've described and how they could make it even better.
5. Ask them – what do you need from ME in order to get this done? Some might need more detail, others might want a regular check-in with you..... Don't assume. Help them to help you.