



La Crosse Diocesan Council of Catholic Women

Leadership Commission

January 7, 2017

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5 WAYS TO BECOME A BETTER LISTENER--- THIS WEEK!

Try these 5 simple ways to increase your personal listening skills. Being a good listener is a valuable trait in friendships and family relationships---and also in the workplace and Council. In fact, listening is the #1 skill that a leader needs to cultivate. Start with #1 on Monday, and in just one week you will be amazed at how much more you hear!

1. STOP TALKING

It's not possible to listen and speak at the same time---make an intentional effort to talk less and listen more in every conversation.

2. LOOK AT THE SPEAKER

Look the person speaking in the eye. Keep your own face relaxed and open, but remain in eye contact.

3. LEAN IN

Body language counts! By simply leaning towards the person who is speaking you will make that person aware of your complete attention and give importance to what is being said.

4. REFLECT BACK WHAT YOU HEAR

At natural breaks reflect back (repeat in your own words) what you have heard to be certain that you understand. If necessary, ask for clarification.

5. PONDER WHAT IS SAID

Pondering has a holy connotation; Mary pondered what the angel said to her in her heart. Weigh things, understanding that not all information is "equal." Guard feelings and personal information when shared. Do not judge ideas or jump to conclusions. Take decisions to prayer.