

Sharpen Your Ax Niagara Job Seekers Hand Out

Session Objectives:

- Offer a different perspective
- Provide free tools & resources
- Help improve confidence & skills

Anthony Lindan's Command The Stage Approach

Enjoy the way you live your life or enjoy making the changes to live the way you want to.

3 Core Principles:

1. Focus on what you can control/influence
2. Strive to be proactive, positive & professional
3. Be real - demonstrate your integrity, honesty & authenticity

3 Parts:

1. Define Your Stage – Perspective
2. Set Your Stage – Tools
3. Command Your Stage – Action

Part 1 - Define Your Stage – Perspective

Perspective is how you see the world and your role in it.

Your perspective is influenced by:

- Life experiences
- Conditioning
- Environment

Over time we develop a 'default' perspective which we instinctively defer to when confronted with new ideas or change.

Our PERSPECTIVE determines our ATTITUDE which determines our BEHAVIOUR.

Our perspective is subjective.

"We don't see things as they are. We see things as we are." Anais Nin

Changing your perspective:

- You CAN change your perspective
- Focus on what you can control
- Attitude of Gratitude (focus on what you're thankful for)
- Let go of the negative

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Focus on what you can control our:

- Attitude
- Confidence
- Health - lifestyle
- Time Management
- Happiness/joy
- Finances
- Relationships
- Resources

Part 2 - Set Your Stage – Tools

- Give yourself the tools to be successful
- Find what works for you

Attitude

- Positive/Open/Receptive
- Attract opportunity
- Focus on solutions NOT problems

You broadcast your attitude to the world and people will tune into it and respond in kind. A positive attitude produces positive reactions. A negative attitude produces negative reactions.

Your attitude is a magnet and attracts the same. Are you attracting positive or negative into your life?

Attitude adjustment:

- You CAN change your attitude
- It's your decision
- Choose to be positive
- Choose to be happy

Confidence

- Personal decision
- Self-assessment of our ability to achieve a result
- Based on how we evaluate our knowledge, skills & expertise
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Improve your confidence:

1. Unrealistic expectations of perfection we place upon ourselves
2. Look at big picture – take into account the positive and the negative
3. Celebrate the positive
4. Take action to improve the negative

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Time Management

- Busy vs Productive
- Law of diminishing returns
- Focus – a little goes a long way
- Adopt needs-based scheduling

Needs-based scheduling

- Stop feeling guilty if not busy 24/7
- Match tasks to your mindset
- Give yourself permission to arrange your schedule based on YOUR needs
- One day – admin tasks
- One day – creative tasks
- One day fun & re-energize, etc.

Part 3 - Command The Stage – Communication

Before you ask others to listen to you, look at what you're communicating first.

"Who you are speaks so loudly I can't hear what you're saying." - Ralph Waldo Emerson

Understand the total message you are communicating to others:

- Your clothing
- Grooming
- Body language
- Vocabulary
- Diction
- Vocal tone
- Mannerisms
- Posture

Secrets to being heard & understood

- It's conversation NOT a presentation
- Connection NOT Perfection
- Express NOT impress

More detailed information about these secrets can be found in The Peace of Mind Public Speaking Program, Module 2 – The 4 Secrets to Creating Peace of Mind.

You can access the module online at <http://www.anthonylindan.com/njstr/>

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Daily Action Plan

Take 10-15 minutes and ask yourself these questions before you go to bed and when you wake up each day.

Define Your Stage:

What 3 things am I grateful for?

What 3 things can I do today to help improve the quality of my life?

Set Your Stage:

What tools do I need today to accomplish these?

Command Your Stage:

What and how do I have to communicate today to accomplish these?

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Free Online Resources

Facebook Group

www.facebook.com/groups/Sharpenyouraxeniagarajobseekers

Free to join. Connect, support and ask questions to fellow job seekers and session attendees.

Additional Resources at www.anthonylindan.com/njstr/

Sharpen Your Ax Session Hand Out

Report – How To Look Good On Camera

Report – How To Speak So You're Heard and Understood

Hand Out – The Magic of Collaboration Team Building Workshop

BONUS – Access to Anthony Lindan's Peace of Mind Public Speaking Program

Replace your public speaking stress, fear and anxiety with confidence, passion and conviction!

The Peace of Mind Public Speaking program is designed to help corporate and business professional speak with confidence, poise and enthusiasm.

- Over 3 hours of proven strategies and insights delivered in 7 MP3 (audio) modules.
- PDF workbook with module summaries and exercises to help you develop your own peace of mind action plan.
- Created by Anthony Lindan, a veteran workshop facilitator, keynote speaker and corporate entertainer with 20 years of experience delivering thousands of presentations to discerning business audiences across North America.

Contact Info:

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