

MANAGING UP HOW TO HAVE A POSITIVE RELATIONSHIP WITH YOUR BOSS

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Disclaimer

The purpose of this presentation is to provide some suggestions for how to improve your relationship with your boss in the workplace. The information contained herein represents the opinion of its author and should not be relied upon as professional advice. If you are having serious issues with your boss, you should contact the appropriate person within your institution.



What is Managing Up?

manage up

verb (**intransitive, adverb**)**1.(informal)**

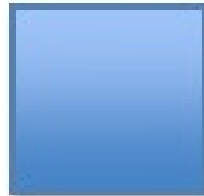
To build a successful working relationship with a superior, manager, or employer



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First, Let's Learn a Little About You...

Chose the shape below that you think most fits your personality?



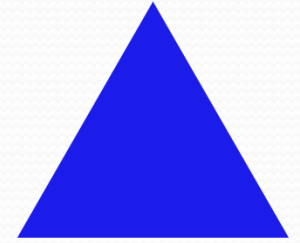
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Details, Data & Systems



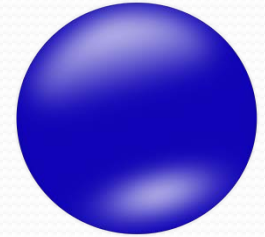
- Hardest workers; task oriented
- Loyal
- Structured; organized
- Think sequentially, logically
- May be stubborn with opinions based on their data
- Value details and data; analytical
- Know policies & rules
- Not fond of change, prefer a stable environment
- Prefer working alone to teamwork
- May see fun as unnecessary or a luxury
- Trouble saying “I’ve got enough information”
- Conservative, regular, orderly

Results People



- Bottom line; focused on goals
- Driven to succeed; motivated by results
- Take charge and move fast
- Big picture – Don't need all the research or details
- Need to know WHY
- Confident
- Competitive
- Outspoken – Love to debate and argue
- No nonsense
- Decisive; cut to the chase; move on
- Impatient
- Likes recognition – may put stock in status symbols

People People



- Empathy and perception for others
- Fun-loving; laugh
- Listen and communicate well
- Easily swayed by opinions of others
- Caregivers/helpers
- Like people, committees, teams
- Peacemakers – avoid conflict or making unpopular decisions
- Over commit; take on more than you can handle
- Too nice; can't say no
- Better at caring for others than yourself
- Don't particularly like hierarchy

Idea People



- Often visionaries –lots of ideas
- Creative
- Lots of energy and enthusiasm
- Like to try new ways and different things
- Can appear a little flaky because their mind moves so fast
- Difficulty with completion; start a task and move on to the next great idea
- Can be frustrating to work with
- Easily bored
- Flexible – spontaneous
- Make cognitive leaps, from A straight to F
- Prefer less structured environments

Results



Research shows that self-awareness leads to better self-management

- Enjoy the different strengths you each bring to the table

When working through a process make sure you include all four behavior styles

- Data and Analysis
- Results
- Concern for people
- New ideas

Common Boss Types

from the book *Managing Your Manager*

by Gonzague Dufour



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The Bully

- Hates surprises – needs to be in control
- Unexpected outbursts of anger
- Uses fear to intimidate
- Berates others to look good
- Consistently delivers good results
- Strong self-confidence; handles a crisis well
- People tend to respect b/c he says what he thinks - even to his boss



The Good

- Easy to deal with personally
- Maintains a personal – professional separation
- Is very patient and predictable
- Does not think outside of the box
- Is a good manager, not great
- Does what makes sense – boring
- Accepts people as they are



The Star

- Dramatic – always puts on a show
- High-energy & Dynamic – never boring
- Hates anything that delays action
- Creates excitement but demands a lot
- Loves to challenge the status quo
- Quick to blame and insult
- Vent when things don't go their way



The Parent

- Tends to flourish where calm exists
- Typically promoted from within
- Found in areas such as Finance and Human Resources
- Provides a great deal of guidance
- Always available to answer questions
- Likes to tell others what to do
- May seem resistant to your ideas/suggestions



The Geek

- Knows their stuff better than anyone
- Often lacking people skills
- Typically promoted from within
- Prefers using their expertise over managing people
- Very logical and analytical
- Excellent at leading like-minded geeks – struggles with cross-functional teams



7 Strategies to Manage Up

From Author and Speaker Margie Warrell

- Know their “why” – identify prime motivations
- Support their weakness
- Take the high road
- Speak up – give them time to respond
- Don't be intimidated by a bully – stand tall and never cower
- Be proactive – do your research
- Know their preferences and adapt to them



Ask Your Self...

- What can you handle?
- Do you have a thick skin?
- Is this a stepping stone or a long term position?
- Are you able to find humor in almost every situation?



Good Luck!!

