

# Conversations About Women in the Workplace: Breakout Group Notes

## Session 5: It's a Jungle Gym, Not a Ladder

3/6/14 in the Laurel Room, California Endowment (1111 Broadway)

Facilitators: Jenny Kao and Ginny Cox Delaney

Participants were divided into groups and given topics from the *Lean In Discussion Guide* (<http://bit.ly/19VY12a>).

The groups were asked to answer the questions and to share a few takeaways about their topic at the end of the meeting. Takeaways included observations, tactics, and motivational statements.

### **Topic 1: Staying level**

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How do you give yourself permission to stay where you are? How do you know when you are stagnating?

1. Set a timeframe to leave and make a plan to stick to that timeline to avoid stagnation
2. Give yourself time to rebalance and adjust when transitioning
3. Give yourself permission to go back
4. Recognizing stagnation: boredom = stagnation
5. Recognizing stagnation: disagreement with path or future of unit

### **Topic 2: Taking on more**

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How can we signal that we're interested in being tapped for a stretch assignment? What have you done or seen others do that's worked?

1. Read Link newsletter and senior management communications
2. Maintain a good relationship with your supervisor. Let him/her know you're willing to step up. Attend meetings in your supervisor's place.
3. Use affinity groups as an opportunity to be a leader
4. Take advantage of learning and development opportunities

### **Topic 3: Comfort zone**

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What are some ways that you've gotten out of your comfort zone? How does it feel? What has worked that we can all learn from?

1. Be prepared, practice for situations, particularly:
  - a. Public speaking
  - b. Leadership roles
  - c. Social settings
2. Working with intimidating people: take time to think about your response in order to gather your thoughts and be accurate; shower intimidating people with kindness
3. Traveling/experiencing a lack of control: control what you can (even if it's something small), recognize that there are things you can't control

## Topic 4: Self-awareness

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How do you maintain self-awareness? How do you identify growth areas?

1. Think about others' perception and not just your own
2. Tune into others' body language
3. Recognize your strengths, areas where you can improve
4. Identifying growth: Utilize 360 degree reviews
5. Identifying growth: Draw up 2x2 matrix (see references below for source)

What you GET that you WANT	What you GET that you DON'T WANT
What you WANT that you DON'T GET	What you DON'T WANT and you DON'T GET

### Reference

Karin Hurt's blog: <http://letsgrowleaders.com>

Activities, including 2x2 matrix: <http://letsgrowleaders.com/2013/01/11/team-building-activities/>