

INCREASE THIS TRAIT TO BE A BETTER LEADER



Summary: *Being able to understand your emotions and those of others will help you become a stronger leader.*

Ever wonder what makes a leader great? There may be someone in your office that you **admire for their leadership skills** and if so, their likely are things you have noticed about this person that set them apart from everyone else. This person has probably spent a lot of time and effort into becoming the leader that they are. Developing their emotional intelligence can be a skill that many struggle with.

To effectively build your emotional intelligence, follow these tips:

- Make a feelings journal

Just as if you were following a diet, keep track of your emotions for a week. This will help you start to see patterns in how actions affect your emotions.

- Assess

Once a week of logging your emotions has passed, highlight the trends that stand out. The trends you discover may be that you are emotionally strong until your mid-afternoon hunger attack or that in the mornings you are always cranky until 10 a.m.

- Goals

Now that you know what sets you off, you can work towards setting goals to address them. It may be that you need to **pack a power snack** for the afternoons so that you can keep working or schedule meetings after 10 a.m.

- Accountability

Reaching our goals and forming them into a part of our permanent routine can be difficult. Establishing someone that you report to and **holds you accountable** is important. Ask a family member or best friend to be that person for you.

- Repeat

Keep repeating this steps as often as needed to continue to strengthen your emotional intelligence.

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