Thank you for joining:

*The Introvert’s Guide to Workplace Happiness and Success*

The webinar will begin shortly.

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The Introvert’s Guide to Workplace Happiness and Success

Presented by: Joe Rosenlicht, CCAS CERT ’02
October 23, 2013
12 pm – 1pm EDT
Agenda

• Introverts & Extroverts: A Comparison
• Evaluating Job Offers
• On-the-Job Challenges
• The “New GroupThink”
• The Steve Wozniak story
• On-the-Job Opportunities
• In Closing...
Agree or Disagree?

• Introverts are by definition shy people

• Introverts are by definition standoffish and anti-social

• Introverts aren’t team players

• Introverts don’t contribute as much as extroverts during meetings

• Some of the best salespeople are introverts.
## Introverts & Extroverts

<table>
<thead>
<tr>
<th>Introverts:</th>
<th>Extroverts:</th>
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</thead>
<tbody>
<tr>
<td>Get energy from within</td>
<td>Get energy from others</td>
</tr>
<tr>
<td>Need alone time to recharge</td>
<td>Drain their batteries by being alone</td>
</tr>
<tr>
<td>Think before speaking</td>
<td>Speak before thinking</td>
</tr>
<tr>
<td>Prefer expressing themselves in writing</td>
<td>Prefer expressing themselves verbally</td>
</tr>
<tr>
<td>Prefer listening to speaking</td>
<td>Prefer speaking to listening</td>
</tr>
<tr>
<td>Like to work with few interruptions</td>
<td>Tend not to be bothered as much by interruptions</td>
</tr>
<tr>
<td>Prefer not to show their work to others until finished</td>
<td>Don’t mind as much showing their work as they’re doing it</td>
</tr>
</tbody>
</table>
Poll

About what percentage of Americans today are introverts?

a. 10-30%
b. 30-50%
c. 50-70%
Evaluating a Job Offer
Factors To Consider...

- Salary
- Benefits
- Opportunity for Advancement
- The Work Itself
- Commute/Location
- Work-Life Balance
- Stress Factor
- Amount of Travel
- Your Gut Instinct
- ***Culture & Environment***
The Introvert at Work
On-the-Job Challenges

Being perceived as a non-contributor during meetings
Being Interrupted or Talked Over in Meetings
The Cubicle Farm & Bullpen
Poll

What percentage of today’s employees work in an open office plan?

a. 35%
b. 50%
c. 70%
d. 90%
The “New GroupThink”

• “Elevates teamwork above all else and insists that creativity and intellectual achievement come from a gregarious place.” (Source: “Quiet” by Susan Cain)

• The majority of organizations organize workforces into teams, and tend to structure daily activities around group meetings and other team-building/collaborative activities.

• A recent survey found that 91% of high-level managers believe that teams are the key to success.

• Can result in wasted potential and poor decision-making since the best ideas don’t always get through. Introverts may lose the chance to cultivate thoughts/ideas and present them to the group.
The Power of Introverts: The Steve Wozniak Story
Food for Thought

Without the partnership of Steve Jobs (extrovert) and Steve Wozniak (introvert), there would be no Apple as we know it today...
How To Get Noticed at Work

• Self-promote through writing, but also make time for “face-time.”

• Take credit for your work

• Prepare for the times when you have to step out of your comfort zone
How Introverts Can Add Value

• Be the person to capture ideas and provide written summaries.

• Volunteer for opportunities that involve individual work and participation in smaller subgroups.

• Remember that you don’t need to be the most knowledgeable person in the room to offer a good idea. When it comes to speaking up, it’s a case of quality over quantity.

• Use your deep thinking skills to help plan a new initiative, provide written communication, outline contingencies and play devil’s advocate.

• As an introvert, you enjoy going back over situations or problems to uncover root causes in order to improve processes and find solutions.
How Managers Can Help Introverts Maximize Their Strengths

• Provide opportunities to do research, gather info and present in written form.

• When a project requires uninterrupted concentration or accuracy, consider giving it to an introvert.

• Create opportunities for introverts to coach and mentor

• Be an advocate for your introverted employees.

• Implement personality assessments and follow-up training.
Introvert or Extrovert?

- Warren Buffet
- Bill Gates
- Meryl Streep
- Hillary Clinton
- Bill Clinton
- Steven Spielberg
- Larry Page (co-founder of Google)
- Charles Schwab
Some Famous Introverts
Resources

• Quiet: The Power of Introverts in a World That Can’t Stop Talking, by Susan Cain

• http://www.ted.com/talks/susan_cain_the_power_of_introverts.html

• Why Introverts Thrive at Work:
  http://money.usnews.com/money/careers/articles/2013/10/03/why-introverts-thrive-in-the-workplace

• The Introvert Advantage: Making the Most of Your Inner Strengths, by Marti Olsen Laney

• Self Promotion for Introverts: The Quiet Guide to Getting Ahead, by Nancy Ancowitz
Questions?

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