

**3 SECRETS**

**TO GETTING  
PROMOTED**



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## Three Secrets to Getting Promoted

Let's get this out on the table. If you think that doing a good job should speak for itself, think again.

If you think that spending a certain amount of time in your role entitles you to a promotion – sorry. I know no other way to say this. **Getting a promotion takes more than just doing a good job.**

*If you think that you should be promoted because you're a hard worker, do your best, and deserve it, well, unfortunately, there is no "should."*

### **Secret #1:**

#### **There is more to professional success than native intelligence.**

Another type of intelligence, emotional intelligence, is equally if not more important. Emotional intelligence is understanding people and what's important to them.

It means looking at the world through their eyes.

- What do they see?
- What motivates them?
- What's their perspective on the issue?

Emotional intelligence opens you up to build credibility and trust with those around you.



*When people trust you, respect you, and want to work with you – that’s a good thing. **It increases your value, and that makes you more appealing for promotion and having a greater impact on the organization.***

Do not fall into the trap of thinking that emotional intelligence, which is characterized by a set of critical behaviors, are “just soft skills.”

Research by Daniel Goleman and others shows these behaviors, *not technical expertise* drive career success over the long term. Given that the absence of emotional intelligence can be career limiting, it’s anything but “soft.”

## **Secret #2:**

### **Understand what’s important to your manager and strive to help her reach her goals.**

Before you say this is sucking up, consider this.  
Who’s the person that has the power to promote you?

Think of it this way.

**Have you ever sat down with your manager to find out about her objectives, her perspective, and how you can best help her succeed?**

Think about the power of this as an on-going discussion, a dialogue about what success looks for your manager and where you fit in.



**The benefit to you?** A context for discussing what you need to do to get to the next level, how you get there, and when it could happen.

## **Secret #3:**

### **Ask your manager for help.**

Asking for help in these four categories shows confidence and your drive to improve.

#### **1. Ask for feedback.**

The type of feedback that's most critical relates to specific skills and behaviors you're working on.

For example, you and your boss have discussed presenting your ideas more clearly in project meetings. You've asked her in advance to observe you during the meeting, then follow-up afterwards to give you feedback. Make sure that you get examples for what you did or didn't do.

It's all good.

#### **2. Ask for guidance about how to handle tricky situations.**

For example, you are working on a change in procedures that could impact the workflow in another organization.

Ask your manager to help you think through potential roadblocks you might encounter, such as:

- What's the best way to handle a troublesome technical issue?
- Who needs to be "sold" in the process?
- What's the best way to communicate?



How has your manager handled a similar situation successfully?

As you gain confidence and get a few wins and losses under your belt, ask your manager to be a sounding board. Share your thoughts in advance and ask for reactions and recommendations. This is a great approach.

### **3. Ask for help to increase your visibility across the organization.**

Remember that credibility is as important to your success as is your technical competence.

You can ask your manager directly, “Who are people that you feel I need to be in front of, and can you help me in getting visibility with them?”

These interactions could be as easy as making an introduction in the cafeteria or more formal as making a formal presentation.

### **4. Ask for on-going advice about your career advancement.**

Many people approach their manager about advancement by saying in some form or fashion, “When will I get promoted?”

A better course of action is to ask for set times during the year to talk about your development.

Use these sessions to set development goals, structure experiences, and clarify the criteria for what you must demonstrate to get promoted.

*A general statement of “you’re doing good, just keep it up” is not helpful.□*

Ask for clarity. Nail down specifics.

Keep Your Goal in Mind.



## Getting promoted is anything but automatic.

A promotion represents that your manager has the confidence you will succeed in taking on more responsibility for the organization.

Consider what you have to do to gain that level of confidence. **Make it an explicit process, not a guessing game.**

*Build a track record of success, commit and deliver on those commitments, and gain the credibility and trust from those you work with.*

*Ok. Time to get to work!*

### **Interested in learning more?**

Contact Dr. Alan Patterson at [trouble@ladderburners.com](mailto:trouble@ladderburners.com) or visit [www.ladderburners.com](http://www.ladderburners.com) for additional articles, resources and webinars.

