



PARTICIPANT WORKBOOK

LESSON 3-6: Healthy You, Healthy Company Deepening Knowledge of Your Leadership

"You must communicate information people want and need in a way that encourages them to listen." - Donna Dunning, Psychologist and MBTI Consultant

"The art of communication is the language of leadership."
- James Humes, Author and Presidential Speech Writer

Leadership is really about developing and influencing others, which means it is highly dependent on our relationships with others. This starts with leading one's self. Series 3 began with this concept - by seeking to better understand ourselves (Lesson 3-1) and how we hear from God (Lesson 3-2). Lessons 3-4 and 3-5 addressed our relationships with others.

This Lesson ties a bow around these concepts by having you evaluate yourself and others in your sphere of influence, so that you can build better relationships and improved communication, both of which ultimately improve your leadership.

As a corollary, when we better understand others, we are able to communicate with them better. [NOTE: This material must not be used to manipulate people. If it is manipulation, it is not leadership.] When we serve others, we increase our ability to influence others and we show them God's love, which is the ultimate goal of 210Leaders. We want others to understand that God loves them and desires a relationship with them. Our daily work is a primary place where we can show this. Our leadership in this context is likewise important.

Regardless of the "classification" of your personality tendencies (whether MBTI, DISC, etc.), each of us has the capacity and opportunity to influence others in a variety of contexts.

WELCOME & PRAYER

PREVIOUS LESSON FOLLOW UP

- From the Weekly Application, discuss changes in communication with that co-worker following your better understanding of their personality tendencies discussed in Part 1.

KICK OFF QUESTION

- How might understanding someone that is different from you, help you to communicate with them?





PRIMARY SCRIPTURES

“Do to others as you would like them to do to you.” Luke 6:31 (NLT)

Discussion Question: How do you want to be treated at work?

BIG PICTURE

- To communicate with others more effectively, we have to change the way we think about communication with them.
- Understanding the personalities of our co-workers (Lesson 3-5), allows us to identify effective communication mechanisms and strategies.
- These tools allow us to listen to others and encourage them to listen to us in improved ways.
- When we do this, our relationships with others improve.

EFFECTIVE COMMUNICATION EXERCISE - PART 2

Part 1 of this Exercise was addressed in Lesson 3-5. This Part 2 consists of two additional steps: (Step 1) evaluating how to communicate better with the same co-worker or client and (Step 2) applying that evaluation to a current communication issue.

Step 1 - Effective Communication Strategies

- Based upon the actual MBTI assessment taken by co-worker, complete the Effective Communication Chart at the end of this lesson.
- Sit down with that person and review your assessment of how you believe they would like to be communicated with. Consider the following questions (or something similar) in this conversation:
 - Reviewing the Effective Communication Chart, does this seem to match how you prefer people to communicate with you?
 - How can I better communicate with you? What are ways that I can listen better? What are ways that I can deliver information better? What can we do to make better decisions together?
- Make additional notes or changes to Effective Communication Chart from this discussion.

Step 2 - Application to current or upcoming issue.

- Identify a current or upcoming issue at work in which communication with this co-worker is critical. This could be a current issue/situation, a conflict, an upcoming project, or a business opportunity, etc. The goal is to identify an issue where communication is critical to success.
- Specifically define this issue on the Issue Communication Chart found at the end of this Lesson.





- Utilizing your understanding of their MBTI and the Effective Communication Strategies identified from Part 2, Step 1, complete the Issue Communication Chart.

DISCUSSION QUESTIONS

- What are the best methods for communicating with your selected person? How is this different from how you like to be communicated with? How different is the communication from how you have previously communicated?
- What processes do you need to implement to communicate with others? What do you think others reaction will be to this new approach?
- Describe the current issue you identified. Identify how are you going to communicate with this co-worker?

WEEKLY APPLICATION

- If you didn't get a chance to sit down with the co-worker and review your assessment with them (Lesson 3-5), please complete this part of the Exercise.
- Meet with your co-worker and discuss your communication issue. Be prepared to discuss at the next Lesson the issue identified, the communication strategies you employed/are employing, and the results.

CLOSING PRAYER

ADDITIONAL RESOURCES

- *Introduction to Myers-Briggs Type and Communication* by Donna Dunning
- Great web resource: <http://www.humanmetrics.com/cgi-win/jtypes2.asp>
- <https://www.psychometrics.com/knowledge-centre/mbti-tips/ideal-leader/>
- <https://www.forbes.com/sites/elenabajic/2015/09/28/how-the-mbti-can-help-you-build-a-stronger-company/#4f3b6413d93c>

ADDITIONAL SCRIPTURE READINGS

- Matthew 20:26-28
- Mark 10:35-45
- Romans 12:3-5, 9-11





EFFECTIVE COMMUNICATION CHART

- Review the following article on communication strategies for each MBTI:
<http://www.humanmetrics.com/personality/communication-strategies-for-different-types>
- Identify some “best” communication strategies for a co-worker based on your MBTI Assessment Chart:

Effective Communication Strategies	
Co-worker's Name:	
Co-worker's MBTI:	
Strategies	Things to Avoid
1.	1.
2.	2.
3.	3.
4.	4.



ISSUE COMMUNICATION CHART

Issue Description:	
Co-worker's Name:	
Co-worker's MBTI:	
Talking Points	Cautions
1.	1.
2.	2.
3.	3.
4.	4.