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Gravitas Caroline Goyder, 2014-03-06 Have you ever wondered why some people earn attention and respect when they speak and others don't? The secret to their success can be summed up in one word: gravitas. In this revolutionary new book, leading voice coach and speaker Caroline Goyder reveals how to speak so others will listen. Through simple techniques to build your natural gravitas, you will learn how to express yourself clearly with passion and confidence to persuade, influence, and engage listeners. By being grounded in your values and capabilities, you will gain the authority needed to make people sit up and pay attention. Each chapter guides you step by step through practical techniques and exercises to give you the skills for great presentations, productive meetings, and persuasive pitches. You'll overcome anxiety, learn how to deal with difficult people, and feel calm and in control when public speaking. An essential tool for the modern workplace, *Gravitas* will transform the way you think about yourself and your powers of communication. **Get That Promotion** Joanna Gaudoin, 2025-11-10

Being good at your job is a great way to start your career. But to fulfil your potential and get more senior roles, you need more than technical expertise. Joanna Gaudoin has helped thousands of bright, capable professionals master the essential skills that will take them to the next level of their careers. From making a good impression to dealing with difficult people, from building external relations to acing your online presence, here are all the skills you need to get that promotion in just 6 minutes.

Becoming a Midwife Ellie Durant, 2023-02-23 A must-have for all aspiring and current student midwives and Newly Qualified Midwives. Carinna Griffiths, lecturer in Midwifery, written in a friendly and uplifting tone. *Becoming a Midwife* provides students and newly qualified midwives with the tools and support they need to thrive on their course, on placement, and in the early stages of their careers. The first part of the book focuses on core academic skills, including chapters on time management, writing essays, and reflections, delivering presentations, and preparing for exams. The book then establishes the fundamentals of clinical practice and presents tried and tested strategies for developing clinical skills, alongside guidance on managing workplace relationships and challenges. The final chapters help students make the transition to newly qualified, with guidance on job applications, advocacy, and career options. Acknowledging that midwifery can be a challenging and emotionally demanding profession, this book has a strong focus on self-care and seeking support, as well as managing stress, avoiding burnout, and juggling work, study, and life. Chapters are enriched with insights from students and practising midwives, practical tips, worksheets to promote reflective practice, and suggestions for further reading. Accompanying online resources for this title can be found at midwifediaries.com, including videos, blogs, and interviews with practising midwives. **A**

Writer's Journal Workbook Lucy van Smit, 2022-01-20 The *Writer's Journal Workbook* is a lively prompt for creative writers looking for help in setting themselves regular creative tasks, goals, and challenges. Packed with step-by-step activities, advice, and suggestions, the writer is guided through practical exercises and encouraged to put pen to paper. Are you stuck in a writing rut and don't know how to move forward? Do you lack a daily routine and need a structure to set daily or weekly

writing time for yourself Do you want somewhere to gather your writing ideas and scribbles together in one place This workbook is the perfect place for the budding writer who wants a spark of inspiration to sharpen their ideas and perfect their skills at their own pace The workbook is composed around a series of have a go exercises with ample space double spread for the user to write and doodle in This Journal Workbook will become the must have companion for creatives on the go

Empowering Leadership of Tomorrow Ryszard Praszquier,2018 This book shows how Empowering Leadership EL can drive success in business and have an immense social impact

Survive and Thrive in Academia Kate Woodthorpe,2018-06-19 A pocket mentor for the early career academic learning to strategically navigate the demands of an academic role this book is a friendly and constructive companion providing hands on advice about how to balance teaching responsibilities alongside other duties More than just a how to the text is a timely commentary on changes in higher education Discussing contemporary developments and offering guidance on how to negotiate this evolving climate the book uniquely captures the political social economic and cultural forces at play taking into account the issues which influence and shape an academic s career trajectory Organised around the three main tasks within a conventional academic post teaching research and administration the book includes tips pauses for thought author reflections and sources for further reading and provides insight to help the reader reflect on what they are doing why and where to go next in their career Crucially it shows that in order to survive and flourish the early career academic needs to take a strategic view as to their function purpose and contribution both inside and beyond the intellectual establishment From establishing a research niche to getting stuck into administration Survive and Thrive empowers the early career academic helping them to build their academic reputation both internally and externally and maintain a sense of personal fulfilment and accomplishment within an increasingly

commercialised environment

The Business of Words Crispin Thurlow,2019-07-30 The Business of Words examines the practices of high end language workers or wordsmiths where we find words being professionally designed institutionally managed and inevitably objectified for status and profit Aligned with existing work on language and political economy in critical sociolinguistics and discourse studies the volume offers a novel complementary insight into the relatively elite practices of language workers such as advertisers dialect coaches publishers judges translators public relations officers fine artists journalists and linguists themselves In fact the book considers what academics might learn about language from other wordsmiths opening a space for dialogue between those researching language and those who also stake a claim to linguistic expertise and a way with words Bringing together an array of leading international scholars from the cognate fields of discourse studies sociolinguistics and linguistic anthropology this book is an essential resource for researchers advanced undergraduate and postgraduate students of English language linguistics and applied linguistics communication and media studies and anthropology

Harnessing Digital Technology and Data for Nursing Practice - E-Book Natasha Phillips,Gemma Stacey,Dawn Dowding,2023-11-08 As new technologies and data become essential for the delivery of optimal care nurses will

play an increasingly vital role in developing and implementing digital health strategies This timely book is designed to help you develop proficiency and confidence to lead this digital transformation Harnessing Digital Technology and Data for Nursing Practice provides comprehensive coverage of the historical theoretical and practical dimensions of the digital transformation in nursing It considers a wide range of topics from person centred practice and user centred design to nursing workforce development evolving nursing practices and the role of data in improving patient care and research Expert insights are supported by learning activities and real life case studies with application of theory to practice throughout Aimed at nurses in all settings and working at all professional levels this book will leave the reader with an appreciation of how an array of digital technologies and data can positively impact nurses wellbeing support and improve your daily practice and ultimately ensure patient centred safe and effective care Written specifically for nurses and midwives explains how you can play a central role in shaping the digital future of health care Provides historical theoretical and practical perspectives offers a sound base from which to understand the role of data technology in your work Covers a wide spectrum of topics including digital transformation of health care nursing informatics user centred design data driven practice person centred care health inequalities telehealth and remote monitoring ethical and legal considerations population health research Provides practical insights and case studies to help you apply digital technologies in practice Acknowledges the challenges in adopting digital health and stresses the importance of digital literacy and nurse involvement in the design and implementation of digital solutions Globally relevant and future oriented creates a vision for nurses as co navigators of care who make decisions informed by real time patient analytics Ancillary videos to support learning

Closing the Influence Gap Carla Miller, 2022-09-19 Business Book Awards 2023 Finalist Women leaders across the globe are experiencing the influence gap They struggle to get their voice heard in meetings They can't get a seat at the table for the decisions that matter It's a systemic problem not a problem with women It's no wonder so many talented women experience imposter syndrome Closing the Influence Gap empowers women leaders to successfully navigate the workplace leading their way and changing it for the better It is a reference tool packed with practical strategies and a troubleshooting section which women can draw on daily to tackle the challenging conversations decisions and situations they face It shows women how they can believe in themselves in challenging situations helps them to get the recognition they deserve as leaders and provides them with the influencing skills they need to get their voices heard and increase their impact Carla Miller is a leadership coach and chart topping podcast host who works with women in management and leadership roles to develop their careers and their confidence Hundreds of women leaders from global companies the public sector and charities have taken part in her Influence Impact programme

Getting On Joanna Gaudoin, 2022-11-28 You've come this far How do you move your career forward from here Once you reach middle to senior level in your profession you require different skills to allow you not only to carry out your day to day role effectively and positively but to also continue your career progression and fulfil your potential Simply being technically

proficient and having expert knowledge isn't enough any more. You need to develop other capabilities related to communicating, engaging with others and dealing with every professional scenario effectively and confidently. This book will help you master these skills to successfully navigate your current role and prepare for your next so that you can increase your job satisfaction and progress your career. Joanna Gaudoin helps bright, knowledgeable people with great technical skills and experience improve their non-technical skills so they progress their careers and boost their firm's performance. She has run her business for over a decade and has worked with thousands of people both individually and in groups. Now she wants to help YOU stand out and develop the skills you need to succeed.

Disruptive Technologies Paul Armstrong, 2017-05-03

Disruptive Technologies outlines the steps businesses can take to engage with emerging technologies today in order to serve the consumer of tomorrow. This book offers the knowledge and tools to engage confidently with emerging technologies for better business. This highly practical book offers organizations a distinct response to emerging technologies including Blockchain, Bitcoin, artificial intelligence, graphene and nanotechnology among others, and other external factors such as the sharing economy, mobile penetration, millennial workforce, ageing populations that impact on their business, client service and product model. Disruptive Technologies provides a clear roadmap to assess, respond to and problem-solve what are the upcoming changes in technology, roughly when to respond and what's the best response. By using a quick-to-master evaluation and decision-making framework structured around the key dimensions of Technology, Behaviour and Data (TBD).

Emerging technologies guru Paul Armstrong offers a clear guide to the key disruptive technologies and a toolbox of frameworks, checklists and activities to evaluate their possibilities. Disruptive Technologies enables forecasting of potential scenarios, implementation of plans, alternative strategies and the ability to handle change more effectively within an organization. The essential tool for all professionals who need to get to grips with emerging technologies fast and strategically.

The Coach's Survival Guide Kim Morgan, 2019-07-15

Written by award-winning coach Kim Morgan, this book is aimed at new coaches working in a freelance or self-employed role. It is also a valuable resource for anyone involved in coaching, including trainers of coaches. The Coach's Survival Guide is an easy-to-use, accessible book grounded in practice and experience and including case studies drawn from real-life practice. It is rooted in the real world, normalizing the insecurities felt by many coaches and acknowledging the realities of building a coaching business while addressing the everyday issues that can hinder a coach's performance or confidence. Kim covers issues such as Dealing with Impostor Syndrome, Establishing credibility, Contracting and boundaries, Coaching dilemmas, Building your coaching business, Self-care for coaches. This new book is intended to be a survival guide so that coaches can access instant support for dilemmas that occur in their coaching practice. Reading this book was like spending time with a close friend, a combination of warmth, wit and illumination.

Professor Damian Hughes, Professor of Organisational Psychology and Change. This book is an essential companion to anyone setting out as a professional coach. It provides knowledge, expertise and perhaps most importantly

comfort for all the challenges that new coaches face Tom Preston C E O The Preston Associates At last here is a book that acknowledges the very real challenges involved in building a coaching business and provides a blueprint for success John Perry Coach and Principal Teaching Fellow the University of Southampton UK This is a hugely practical and accessible support guide to help you address the challenges you will face in developing your coaching practice from setting up your practice generating clients and managing yourself in the coaching relationship John Leary Joyce Exec Chair AoEC International author Fertile Void

The Networking Playbook Darryl L. Howes, 2022-03-10 Is your career headed where it needs to go Don't sit back and wait for things to happen Design your career and deliver your life People networking must be an essential element of any professional and personal development program Your success proceeds from building valuable relationships that advance your life project and supercharge the achievement of your goals This book will give you the confidence to succeed and the tools frameworks and expert tips to deliver on your career objectives Why your direction of travel matters and how to develop a values based route map to get there How to structure your networking to maximize success How to craft and deliver your key messages to hit home every time Why building mentor and advocate networks is important and how to engage supporters in your project Whether you are a first time or experienced networker The Networking Playbook will provide the skills required for success allowing you to plan and control your future Introducing valuable insights from psychology sociology and anthropology it's the one career advice book that puts you in charge of successful networking

Riding the Waves James Hilton, 2020-04-30 In this positive and inspiring book James Hilton author of *Leading from the Edge* and *Ten Traits of Resilience* explores how primary and secondary school leaders can find fulfilment in their challenging roles in order to lead their schools successfully Career satisfaction is central to leading a happy healthy and effective school but recognising the positive aspects of school leadership can be difficult at a time of extreme pressure high accountability constant change and seemingly impossible demands *Riding the Waves* offers practical strategies advice reflective questions and activities for developing the fulfilling aspects of school leadership to carry school leaders through these challenging times James Hilton explores how school leaders can enhance their mental health and wellbeing and their work life balance by building effective relationships nurturing talent celebrating achievements feeling in control and importantly taking a break With a foreword by Mary Myatt and interviews with a number of education experts this book is a must read for all current and aspiring school leaders who wish to thrive in their careers and build a happier and healthier school environment for the benefit of teachers pupils parents and the wider school community

New School Leader: What Now? Neil Renton, 2025-02-28 Written for all school leaders and headteachers who are feeling daunted by their new role or need a little inspiration and encouragement in an existing role Neil Renton answers that simple question what now with guidance to help navigate feelings of self doubt and overcome leadership challenges It is based on the author's own experience as he tells the uplifting and incredibly honest story of his leadership journey as the new headteacher of one of the

largest comprehensive schools in the North of England Neil Renton captivates you with his story from being appointed in late 2018 leading through a pandemic and coping with an Ofsted inspection It examines the kinds of challenges that new leaders face and how they can be overcome dealing with both one off events and the every day of school leadership The book provides a clear focus on those first moments months and years of being a new school leader Its four part structure covers navigating doubt conquering challenges the basics of leading every day and creating the right mindset and culture It encourages critical reflection based on both serious and humorous stories while offering practical advice and strategies for effective educational leadership

Practical Business Communication Emma Sue Prince, 2017-06-13 This hands on book will equip your students with the tools needed to be effective communicators in the workplace It increases students awareness and understanding of how their brain works and how it interprets information thereby helping them to process information more effectively and create stronger relationships and networks Chapters take students through all the core areas of communication from face to face encounters and email to social media and online conferences and contain top tips and activities throughout Practical Business Communication is an essential resource for students of all disciplines looking to boost their communication skills

Quality Improvement in Nursing Gillian Janes, Catherine Delves-Yates, 2022-11-05 As a student and newly registered nurse you will need to work with others to lead improve and sustain high quality care This book will equip you with the skills and knowledge to do just that From the principles and theory behind quality improvement to the practical skills and tools needed to enable it the book develops your ability to engage in continuous quality improvement in different settings throughout your career Key features Mapped to the 2018 NMC Standards of Proficiency Case studies illustrate the principles of quality improvement in real examples from practice Walks you step by step through each aspect of a quality improvement project from identifying a need to implementation and evaluation Personal and professional development is discussed throughout empowering you to engage in quality improvement from the very start of your career

Imagen, actitud y poder Lucy Lara, 2017-10-20 Lucy Lara explora el arte sutil de hacerte due a de tu poder a trav s de tu actitud tu estilo y tu aplomo Recuerdas el momento esta ma ana cuando elegiste lo que te ibas a poner Fue un acto consciente o uno rutinario Lo resolviste como una ecuaci n o esquivaste la avalancha de opciones que se lanzaban sobre ti eligiendo lo primero lo obvio lo de siempre Si supieras que una decisi n sobre tu persona se toma en gran medida con base en tu aspecto le dedicar as m s tiempo De la misma forma en el d a a d a tambi n influyen la actitud que tienes y tus reacciones ante lo inesperado Utilizando como modelo su vasta experiencia como editora de revistas Lucy te ofrece los mejores consejos para que tengas una presencia impactante desde c mo dominar las emociones hasta c mo sortear el infame techo de cristal al que nos enfrentamos las mujeres en nuestras carreras profesionales Incluye an cdotas entretenidas como cuando Lucy hizo una entrevista para una posici n y fue elegida para un puesto m s alto y te sugiere los accesorios que ella acu como los 7 fant sticos capaces de abrirte el mejor camino Espejearte conducirte con congruencia y responder

positivamente son s lo algunas habilidades cr ticas que Lucy explica para que alcances el puesto de tus sue os Lo que se ha dicho Una significativa historia sobre la importancia de la moda y la imagen en todos los mbitos de la vida de las personas y c mo puede afectar a nuestra actitud y encumbrarnos al liderazgo PURIFICACI N GARC A empresaria y dise adora Como supo que era polic a se ora Por mi personalidad o mi bravura y la mujer respondi No porque est usted vestido como polic a Esta era una broma que nos hac a nuestra maestra de sexto grado cuando nos neg bamos a portar el uniforme con dignidad Vestir el papel evidenciar lo que somos En mis muchos a os trabajando al lado de Lucy he aprendido no solo a expresarme a trav s de lo que uso sino a conseguir que lo que uso sea un aliado en mis planes Si alguien puede dar c tedra en el tema de vestir para triunfar para ser tomado en serio y empoderarte esa es sin duda Lucy Lara Este libro ser sin duda alguna un gran aliado para lograr tus metas en la vida ANTONIO GONZ LEZ DE COSIO autor de El libro del estilo **Spreken met impact** Stefanie Van Moen,2024-02-27 Ben je bang dat jouw stem verloren gaat in de massa Krijg je klamme handen alleen al van de gedachte om een speech te geven of een vergadering te leiden En hoe blijf je jezelf voor een publiek Spreken met impact helpt je om je sprekersvaardigheden te ontwikkelen en te verfijnen zonder dat je je authenticiteit verliest Stefanie Van Moen weet als logopediste maar al te goed hoe belangrijk ademhaling en stemgebruik zijn bij het spreken Ze geeft heel wat tips en oefeningen om je zenuwen onder controle te krijgen en op een professionele manier jouw idee n over te brengen In dit boek leer je over de kracht van je stem over succesvol en zonder zenuwen spreken voor klein en groot publiek Zodat je echt zichtbaar en hoorbaar wordt *Executive Presence* Joel Garfinkle,2022-08-17 Executive presence matters When 400 CEOs were asked how they choose next level leaders 89% of them said they looked for one critical trait executive presence This quality is crucial for professional success In Executive Presence Joel Garfinkle shows you how to step into your power convey confidence and lead with conviction As you rise in your organization your executive presence must keep pace with your growth The higher the stakes the more you need that power and presence Using extensive original research gleaned from studying executive presence for more than 15 years Joel has uncovered the 9 essential qualities of executive presence His 3x3 Executive Presence Model doesn t just explain executive presence for the modern leader it walks you step by step through exercises and strategies for cultivating each essential element Methodically explaining how to master each one he equips you with a personalized plan for growth demystifies what executive presence is and debunks misconceptions that hold you back This book provides the blueprint for how to master 3 key executive presence domains 1 Radiate gravitas 2 Act with authority 3 Express yourself fully In Executive Presence you ll learn how to Radiate the commanding self assured presence of a high level leader Bring power conviction and a strong point of view to your presentations Move from passivity and self doubt to self assurance and bold decision making Exude a professional magnetism that influences others at every level Cultivate and leverage charisma in all your interactions Communicate in a clear crisp and concise way Maybe you ve come across the term executive presence in HBR but you couldn t adequately define it let alone begin to grow it This book will

change that As you delve into the lessons from Executive Presence you ll join top ranking organizational leaders who know how to influence others and drive extraordinary results Whether you re a rising star or CEO Executive Presence will guide you in leading a high performing team Moving from passivity and self doubt to self assurance and bold decision making you ll become the high impact leader who propels your organization forward Executive Presence is for women people of color and other employees from marginalized groups who are too often underappreciated which causes companies to miss out on their full range of talent By cultivating executive presence women and any overlooked employees can smash through the glass ceiling and gain the recognition they deserve If you re in one of these demographics growing your executive presence will allow you to leap over the barriers you may encounter in your career What s the key differentiator between this Executive Presence book and its competitors Sylvia Ann Hewlett s Executive Presence The Missing Link Between Merit and Success Paul Aldo s Understanding Executive Presence Debra A Benton s Executive Presence for the Modern Leader and Harrison Monarth s Executive Presence Second Edition The 3x3 Executive Presence Model provides a clear structured blueprint for developing the most important facets of executive presence Learn about the 3 domains gravitas authority and expression that act as the foundational pillars holding up the 9 executive presence competencies

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