

Flip Your Thinking

Five ways to be an asset.



by Pat Heydlauff

ARE YOU AN ASSET OR LIABILITY at work? No matter who you are or what your job description is, you've probably thought "Am I the next to go?" You don't have to be so worried about losing your job, if you flip your thinking.

Start thinking about how to improve the long-term survival of your business. This thinking isn't just top-down or bottom-up—it needs to be inside-out.

Your business can't afford to lose its market share or dip into operating capital because there will be no resources left for marketing, advertising, and hiring when the economy rebounds. Thus, you need to think survival, reduce expenses, and look for ways to change for the better without any negative financial impact on existing capital.

Do whatever it takes to help your business survive, because, if you are an asset, you will survive as part of the team. In a downturn, it's no longer business as usual. It's about thinking in a new way so that everyone wins. If the company wins, you win by receiving an income and supporting yourself and your family. If the company loses, you and your associates may become that liability the company can no longer afford instead of an asset that is essential for helping the company survive.

Five Things You Can Do

Here are five things you can do to make yourself an asset:

1. Eliminate energy drainers and organize so you can find anything you need at a moment's notice. Time is money. You'll save time and money by using fewer resources and being productive.

2. Upgrade your thinking. It's not just about you—it's about *all* of you surviving. Flip your thinking to "we" mode not "them versus us" mode. We're all in this together. It's not about you surviving but rather the company surviving so all of you can make it through the downturn and take part in the upturn whether it's six or 16 months from now.

3. Focus on the most important things you have to accomplish in a day and do them first. Put aside the instant messaging, texting, and Twittering for after hours. Get rid of all the personal pictures and items on your desk and

walls. They all serve to distract you from the job at hand. If you must multitask, stay focused on the big picture and what will help you help the company survive. Focusing makes you more efficient, effective, and valuable.

4. Think teamwork! It isn't management *versus* everyone else or one department *versus* another. It's about getting the job done in a timely fashion and helping each other. It's about cutting many costs in many ways. Encourage and motivate each other. Think like a champion football team, or the swimming team that helped Michael Phelps win his eighth Olympic Gold Medal. Your Gold Medal is the survival of the company you work for and the survival of your job because you're an asset.

5. Do something creative to get the right side of your brain working. The

right side of the brain helps you create new ideas and solve problems. You are an asset when you find ways to solve problems, improve survivability, and increase market share. Such breakthrough thinking comes through creativity. Right brain activities include playing an instrument, writing, painting, sculpting, quiet walks in nature, or meditation. If you're at your desk, take a minute to do creative visualization. Close your eyes and mentally visit a place you love—remembering to breathe deeply.

You are either a liability and expense or an asset and a growth grower. To be on the asset side, think "we!" **PE**

Pat Heydlauff is president of Energy Design and a consultant, speaker, and author of Feng Shui: So Easy a Child Can Do It. Visit www.Energy-by-Design.com or call 561-799-3443.

ACTION: Be an indispensable asset at work.