
Get A Promotion In 8 Steps



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I'm Dr Suzanne Doyle-Morris

I help women who work in male-dominated fields get the careers they want and help companies retain and develop the best of a diverse workforce.

We can help you create a strategy that will work for your career with a few key tactics. You can turn allies into mentors and mentors into sponsors which will fast-forward you to a fulfilling and rewarding career.

If you work in a male-dominated field, it's essential to be able to draw attention to your achievements if you want a promotion - or even just to get ahead. On the whole, guys find self-promotion a bit easier than most women. With these tips, you too can make the moves necessary to move up in your career.



Record your MONTHLY ACHIEVEMENTS

Keep a note of your monthly achievements, starting from your last appraisal. This way, it is easier for you to prepare for your next, and to show your progress! Start now, because no one remembers what they did in April by the end of the year.



QUANTIFY your wins

Bosses love numbers. When talking about your wins, quantify whenever you can! Consider:



the number of staff
you've managed



the projects
you've managed



the costs
you've saved



the clients
you've won



the revenue
you've generated

All of these points speak to your ability to understand your worth in the work place.

3

Keep your LINKEDIN up to date

Just like your work wardrobe, your LinkedIn profile needs regular updates. Reach out to new connections with a mindful, professional message; write status updates about recent projects you're working on; or leave a kind word for someone you would recommend. Show that you are active in your professional field, and value that!

Be MINDFUL of the language you use

4

Use “I” instead of “we” where it counts. When you are talking to your boss, using “I” statements reinforces the actions you’ve taken to achieve your goals. Save “we” for day-to-day and team communications, where working as a team is your top priority.

5

Show them you mean BUSINESS

Ask your boss specifically what you need to deliver for a promotion - and write down their answers in front of them. Visibly making a list shows you mean business!

6

Dress for the NEXT LEVEL UP

People aren't always creative thinkers - help them imagine you in a more senior role by dressing the part.

ASK for what you need

7

Active sponsorship from your boss is pivotal. Ask your mentor to advocate on your behalf - not just act as a shoulder to cry on. Be specific about what you need from them. Just like in any relationship, your mentor isn't a mind reader; it's up to you to communicate your feelings!



Work with an **EXECUTIVE COACH**

Ask for coaching as part of any professional development budget you have access to or invest in your own career by working with an executive coach!

THANK YOU
for reading!



Try implementing some of these steps in your workplace and see how it goes!

I'm Dr Suzanne Doyle-Morris



I've seen clients go from overlooked, frustrated and confused, to feeling in control of their careers just by making a few tweaks to their strategies.

I'm here to help you make that same shift. You've got the qualifications you needed, so isn't it time you got the recognition you deserve?

My own business began winning awards a few years ago, and I did it by turning my experience into content that will help you earn credibility and respect in your workplace.