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4 Tips to Harness Your Emotional Intelligence in the Workplace

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4 Tips to Harness Your Emotional Intelligence in the Workplace

By Eric Harris
Emotional Intelligence in the Workplace:

Top 4 Tips

Let’s face it. The modern-day workplace can sometimes test you to your wit’s end. We’ve all been there. We just want to get in and get out without any emotional catastrophes or casualties. There is the person who you sit next to that is a mouth breather, the lady who chews with her mouth open, the guy who laughs like a goat, the lady who bathes in perfume before coming to work, or the person who clips her nails at her desk. Beyond the physical irritations, the worst is the person who tries their best to diminish you at every opportunity. What if there was a way to deal with all of these different personalities and actually walk away feeling proud of yourself? There is, and it’s called emotional intelligence. There are four key tips to help you build your emotional intelligence and ensure success in the workplace.

#1. Self-Awareness

Self-awareness refers to your ability to understand your feelings from moment to moment. Being self-aware will allow you to tap into those feelings of discontent before they reach the surface and spill out in the workplace in a way that may be unsavory. When you start to feel yourself becoming vexed, stop for a moment and identify that emotion. Delve into why you are feeling the way you are feeling about the vexing situation. Give yourself some time to process the feeling before acting or responding. You will be better for it.

#2. Self-Management

Self-management refers to our ability to manage our emotions and is dependent on our capacity for self-awareness. It is very closely tied to self-awareness, but it takes it a step further. Once you are self-aware, how do you manage that awareness? Now that you are aware of the
emotions, what do you do with them? Once you are skilled in managing yourself and your emotions, you will know what to do and how to respond in any situation.

#3. Social Awareness

Social awareness is our ability to understand social cues that may affect others around us. This is important in the workplace. A person with a high emotional intelligence is not only self-aware, but also very aware of the people they interact with. They are watchers and listeners. Being socially aware allows you to gauge how others are feeling and use that awareness to create harmony and productivity in the workplace. A person who is socially aware is versed in charisma. They know what to say and when to say it. They know how to motivate.

#4. Relationship Management

Relationship management refers to our ability to communicate clearly, maintain good relationships with others, work well in teams, and manage conflict. You’ve heard the expression, “playing well in the sand-box”? That is the root of relationship management in the workplace. You know how to build and foster working relationships that ensure the success of projects and overall workplace morale.

In Conclusion

Emotional Intelligence is paramount to a successful organization. Investing in a personal plan to increase your own emotional intelligence skills using the four strategies identified in this article will make you more successful and creative in as a team member, it will make your workplace more pleasant, and it will also lead to better personal relationships all around.

References
Eric Harris is a junior at Goodwin College majoring in Management and Leadership with a Minor in Business Administration. He also received the Human Resources Management Certification from Goodwin College in July of 2014. His professional experience is mostly within the insurance industry where he has worked for over 10 years. He has held roles as a business analyst, project manager, and contracts inventory manager, and he held a leadership position where he oversaw two different teams. He works full-time and attends Goodwin three-quarters time, which is challenging, but worth it.