

Women in Leadership

Mini-Programme

dcm THE
LEARNING
EXPERTS

 **Member
Events**





Upcoming Webinars

2nd September

Sustaining Your Leadership

14th October

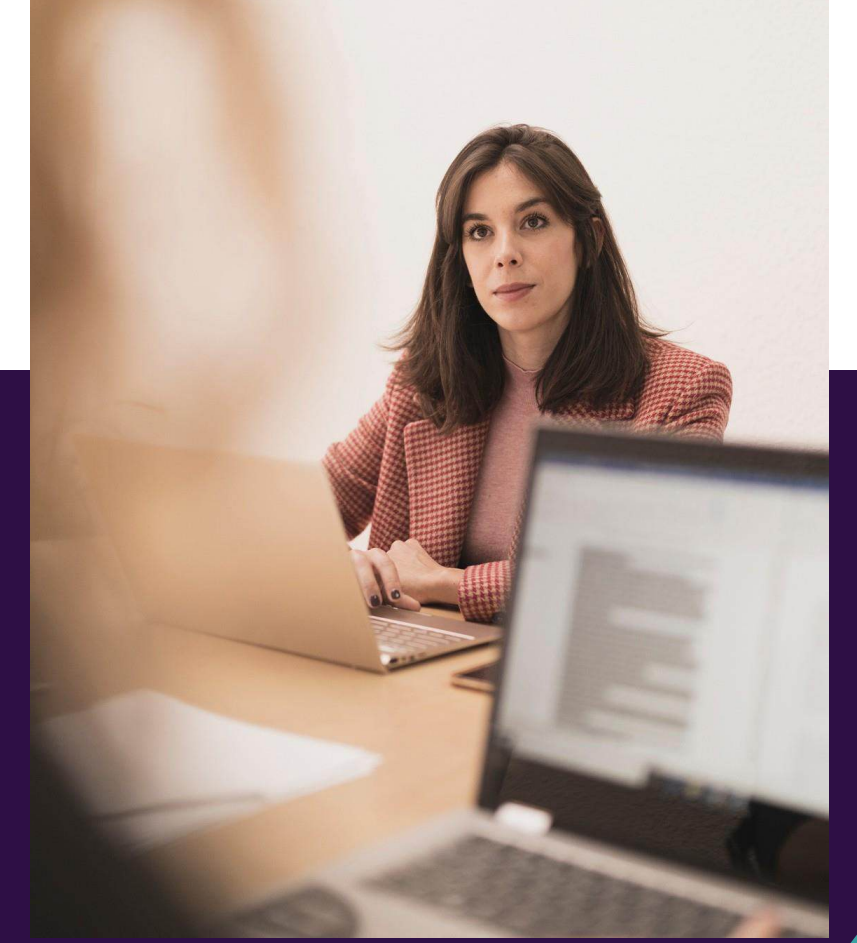
Overcoming Unseen Barriers

25th November

The Pursuit of Leadership

13th December

Celebrating Female Leaders





The Power of No

- ❖ Why saying no is hard
- ❖ Why saying no is a good thing
- ❖ Knowing your no
- ❖ Saying no with confidence & professionalism





Why Saying No is Hard





“No” is one of the scariest words for people to say

But why?

Saying no can make you feel

- Incompetent
- Un co-operative
- Un Willing
- Selfish
- FOMO

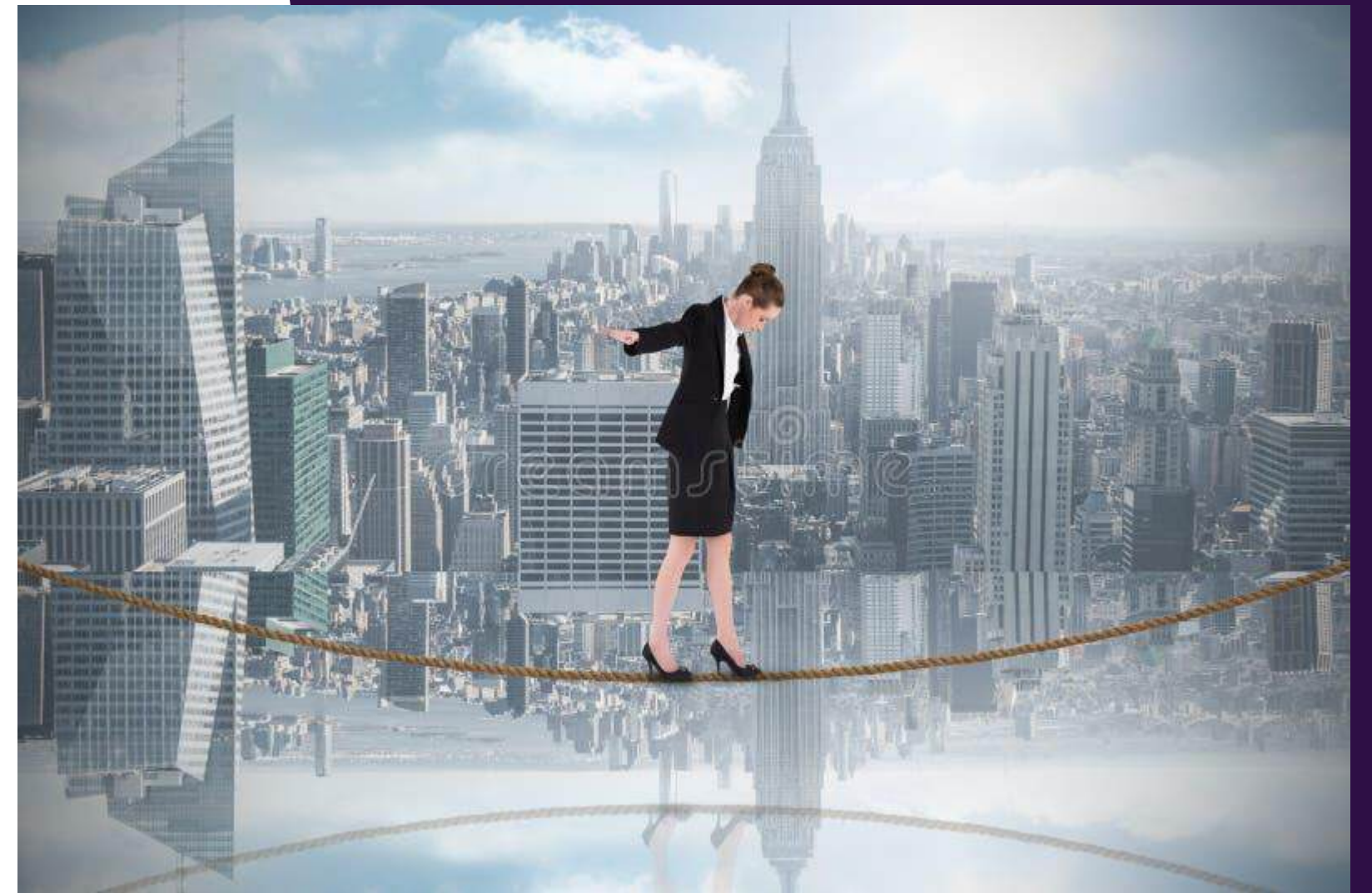
Women & the Word

No

Women, in particular, often find themselves caught in this delicate balancing act, striving to be accommodating, supportive, and always available.

The pressure to say "yes" for women is influenced by societal expectations and gender stereotypes.

But this relentless pursuit of approval can lead to burnout, resentment, and hindered career progression.





Your Thoughts . . .

Research suggests that women have a harder time saying no

Is it also generational?

Is it how we were raised?

“You can have it all, you just have to put yourself out there!”



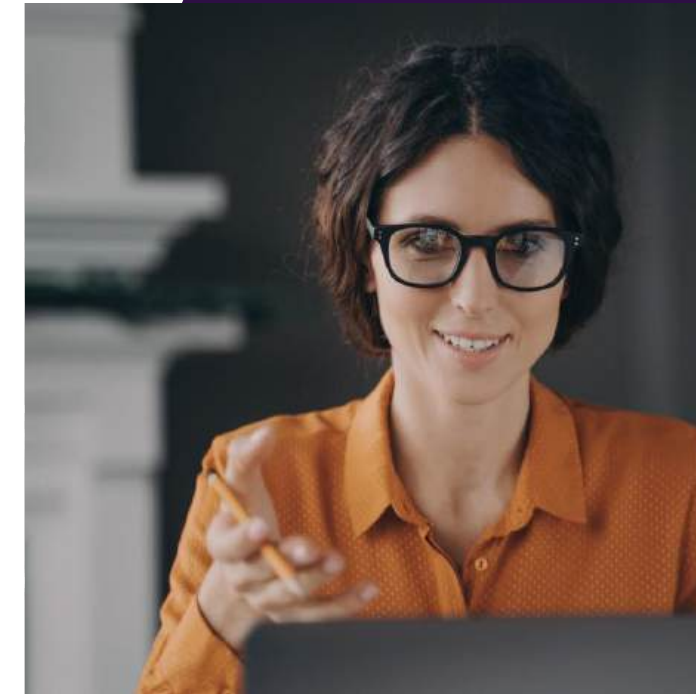


Why Saying No is a good thing



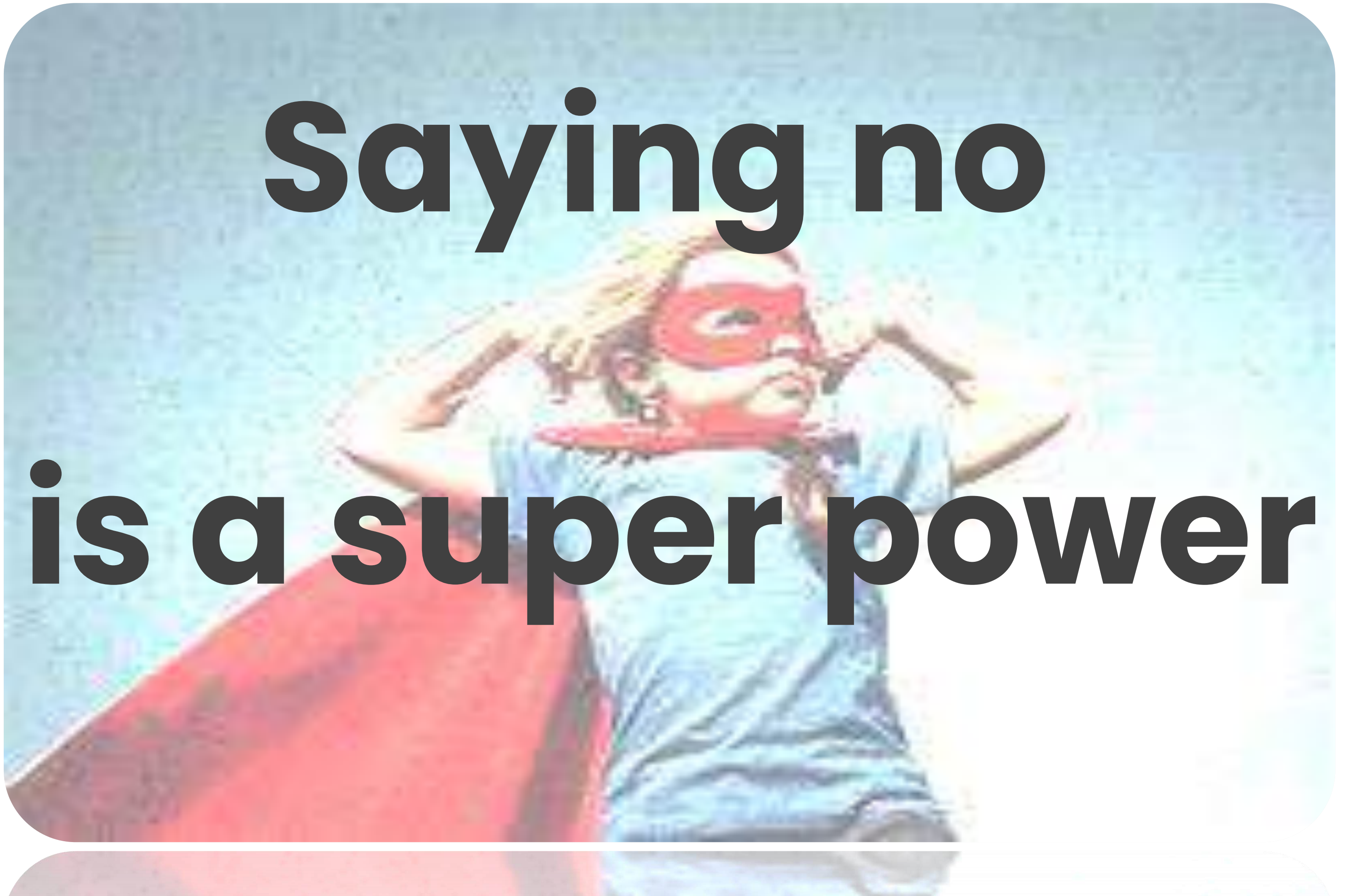
Why saying no is good , no - great!

- ❖ Helps build and maintain mental health stability and develops your emotional intelligence
- ❖ Builds self esteem and confidence by setting and holding boundaries
- ❖ Saves time and energy
- ❖ Helps avoid resentment
- ❖ Leads to better decision making skills



Saying no

is a super power



The Power of No

What saying 'No' says 'Yes' to

- Focusing on your priorities
- Setting and maintaining healthy boundaries
- Building trust and accountability

By learning when and how to say “no,” you strengthen your personal and professional relationships and improve your overall performance at work, taking the reins of your leadership journey.





Knowing Your No



Reflect & Share

Take time to reflect . . .

Think of a time when you felt over worked, under appreciated.

What boundaries could you have set to avoid this?

Would have saying no helped?

Or

By setting boundaries could you have avoided having to say no in the first place?





What do you value?

What is important to you?

No. . . Really important to you.

Saying no to a request is saying yes to what matters





“I value education and the right to personally and professionally develop, learn and grow”

I value my family , my children.
Spending time with them and
being a ‘present’ mother matters.





“I believe in being a good friend ,
being there for the ones that I care
about whether it is being there for
their birthday or being there for
them during a difficult time”

“I value myself , my mental and
physical health”





“I believe in being a strong ,
dedicated and accountable team
player”

“I value honesty,
transparency and open
communication”.





Saying No



Your Permission Slip

- Will saying yes prevent me from focusing on something that's more important?
- Does this potential project, opportunity, or activity align with my values, beliefs, and goals?
- Will saying yes make me even more tired or burnt out?
- Will saying yes put me behind or under pressure with work that is important to me and my role?
- In the past, have I said yes to something similar and then ended up regretting it?



Be clear and concise

Be direct and straightforward. Avoid using ambiguous language or beating around the bush.

This can cause confusion and misunderstandings, and it wastes valuable time.





Offer an alternative solution

Sometimes, saying “no” is not the end of the conversation.

Leaders can offer an alternative solution that aligns with their goals and values.

This can be a way to show empathy and understanding while still setting boundaries.





Explain your reasoning

When saying “no,” it’s helpful to explain your reasoning behind the decision.

This can help to prevent misunderstandings and show empathy for the requester.

Providing a reason can help to soften the blow and show that the decision was not arbitrary.



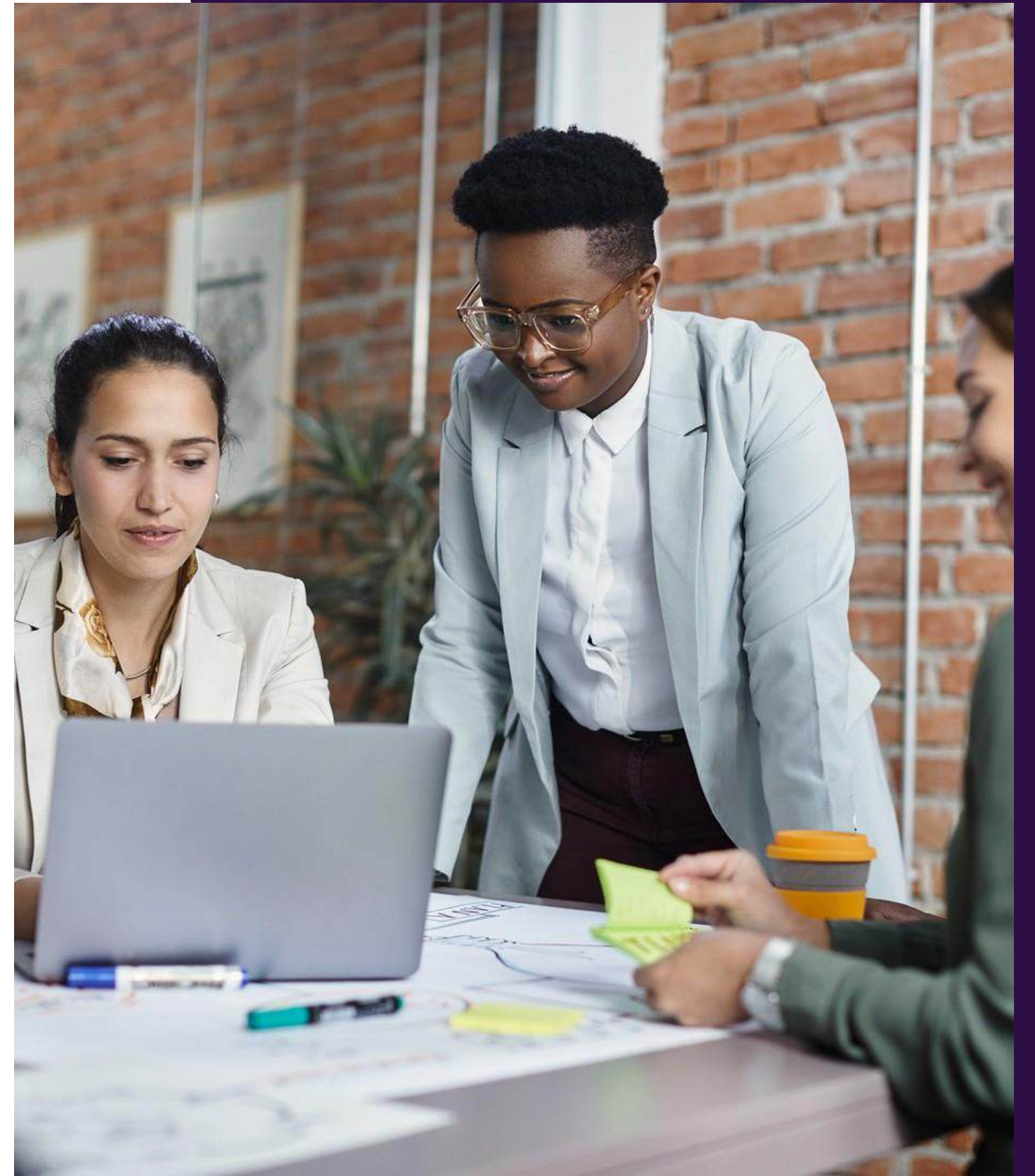


Don't apologise excessively

While it's essential to show empathy and understanding, you should avoid apologizing excessively when saying "no."

This can make it seem like the decision was arbitrary or that the leader is not confident in their priorities.

Instead, apologise briefly and move on to the next task.



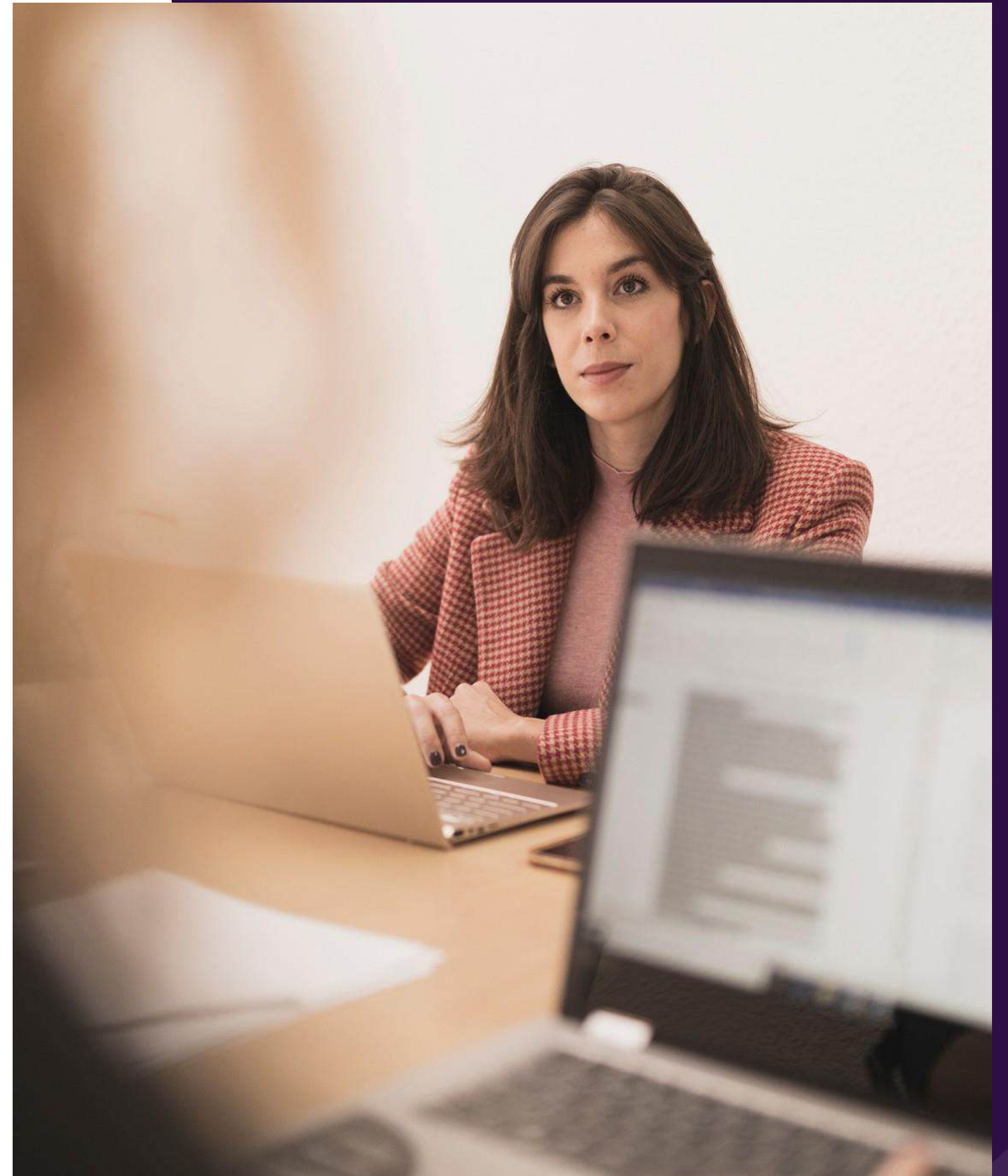


Practice active listening

When saying “no,” it’s crucial to listen actively to the requester’s needs and concerns.

This can help to prevent misunderstandings, show empathy and create solutions.

Paraphrase , ask questions and clarify



Recap



Find out why you find it difficult to say no and challenge that 'internal' thought.



Change your mindset – What saying no says yes to. Focus on what is important to you. Be aware and clear of your values, beliefs and goals.



Saying no requires many interpersonal skills and EQ.

Communicate effectively, be assertive and stay true to yourself. People will respect you for it in the long run.

Resources

Websites

<https://www.carolparkerwalsh.com/blog/overcome-the-fear-of-saying-no-tips-for-women-to-say-no-without-backlash>

<https://www.linkedin.com/pulse/unlocking-power-saying-workplace-carla-miller-osiie>

<https://www.weforum.org/videos/how-saying-no-can-help-women-in-the-workplace/>

<https://www.atlas101.ca/pm/concepts/fisher-and-urys-four-principles-of-negotiation/>

[Denver Leadership Keynote Speaker Emilie Aries | Women in the Workplace & Career Advancement](#)

Books

The Power of No – James Altucher & Claudia Azula Altucher

7 Habits of Highly Effective People – Stephen Covey

The Unwritten Rules of Women in Leadership – Helen Appleby

Videos

The Power of no – Emilie Aries

<https://youtu.be/epAlxzmYyAE?si=ik3FNhbPMiFvMVsQ>

The Art of Saying No – Kenny Nguyen

<https://youtu.be/FtPRrn5nwAo>

Have the Courage to Say No – Katherine Mulski

<https://youtu.be/rMxKNMCMv9I?si=Vmt6gL0ytA80XsAg>



Thank You

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