

Did You Exercise Empathy and Emotional Intelligence Today?

Traditionally, most professionals are taught that they have to be competitive and cunning to get ahead in the workplace. However, a new trend is on the rise that sees employees and leaders focus on promoting empathy and emotional intelligence. And for good reason—empathy is the ability to understand another person’s situation or perspective, while emotional intelligence is how good you are at communicating and managing emotions and feelings.

While a little competition in the workplace can be good, exercising empathy and emotional intelligence

in your office can make you a better employee, leader and friend. By putting yourself in other peoples’ shoes and staying cognizant of the feelings of those around you, you have the opportunity to foster more productive communication, giving you the ability to more efficiently drive your agency’s mission.

So how can you make sure you are using empathy and emotional intelligence on a daily basis at work?

Follow this checklist and try to check off as many as possible throughout the day:

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| <input type="checkbox"/> I did not become defensive when criticized | <input type="checkbox"/> I worked to inspire others instead of bringing them down | <input type="checkbox"/> I set realistic expectations with colleagues and subordinates |
| <input type="checkbox"/> I maintained a sense of humor in the face of adversity | <input type="checkbox"/> I showed compassion to my colleagues today | <input type="checkbox"/> I thought about what I was going to say before I jumped into a conversation |
| <input type="checkbox"/> I tried to see things from my coworker’s perspective | <input type="checkbox"/> I openly discussed my feelings when necessary | <input type="checkbox"/> I practiced active listening |
| <input type="checkbox"/> I admitted when I made a mistake | <input type="checkbox"/> I asked when I didn’t understand something | <input type="checkbox"/> I cultivated an environment of compassion |
| <input type="checkbox"/> I recognized how my behavior can impact others | <input type="checkbox"/> I embraced an opposite point of view | <input type="checkbox"/> I compromised with my teammates |
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