

Remotely Sponsoring A Protégé

In a world where face to face meetings have become less of the norm, learning to do things remotely has become more important. Executives have had to learn ways to lead and guide their teams from a distance. Ensuring that their junior team members don't stop learning and growing in their careers is important.

Sponsoring proteges from a distance can be challenging, but is totally doable with today's technology. It has been said that a mentor talks to you and a sponsor is someone who promotes you. A sponsor's job is to provide a long-term relationship to the protégé; to provide support and recommend them in order to help advance their career.

Develop A Relationship

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Are You Mentoring Someone From A Distance?

Communication Is Important When You're Reentering The Workplace

Covid-19 hit everyone hard and left many businesses in a predicament. Some places aren't opening back up, some are open, and some are just now opening. This time has been a struggle for many people and businesses to stay afloat.

On the other hand, it has given places a chance to have time to think about the

way things are being done inside of their business. Rules may change, policies might be different, or upgrades could have been made. Whatever is going on whether it is the same or changing, communication is key to running a successful business.

Communicate With Your Employees

During this whole pandemic, people lost their jobs and didn't have anything to fall back on which has left them in a stressful situation. Things took an abrupt halt in life and left some people completely unprepared. That is a scary situation, and it isn't over yet even though things are opening back up.

As you begin/continue to bring your employees back into the workplace, make sure you keep open communication with them. They need to know what to expect today when no one knows what tomorrow holds.

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One of the biggest problems sponsoring a protege remotely is the cliché “out of sight, out of mind”.

With all of the technology available today keeping in touch is easier and more convenient than ever.

Staying top of mind can be accomplished with weekly video meetings. Asking our protege to write a one page biography of themselves can have advantages

Remotely Sponsoring a Protege



A Sponsor may not be totally aware of all of the assets of their protege. It is much easier to promote someone you know. Someone that you have a relationship with and know all about them.

Commitment

It is important that your protege knows you are committed to see him or her become all they can be. Knowing you are committed will encourage them to give 110%. A good way to show this is to introduce them to an executive or important client while talking up their assets.

Another way to show your commitment is to find a project that they have not been a part of and invite them to be a part of it. This will give them greater exposure within the company; letting them know how committed to them you are.

Give and Take

As you remotely sponsor your protege there is a certain amount of work, time, and energy you put into them. Keep in mind it is a give and take situation. A junior manager or executive with a sponsor is 21% more likely to advance in their career. It goes both ways as an executive that sponsors a protege is 53% more likely to advance in their own careers than an executive without a protege. ♦

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Even though there may still be uncertainty about the future, let them be aware of as much as you can tell them. For instance, make sure that they are clear about protocols and policies that may have changed. Also, what happens if there is another shut down and what your business plans to do if that happens.

How To Communicate

As you navigate with your fellow co-workers and employees, it is important to be open and communicate often with them. Everyone is experiencing the same uncertainty and has similar concerns. Some ways that you can communicate with them is:



- Make The Plan To Return Very Clear To Employees
- Communicate With Them About How They Can Ask About Concerns
- Talk To Employees On A Regular Basis To Check In
- Accept Feedback From Employees
- Make Their Wellbeing The Focus
- Let Employees Know Where They Can Go For Help If Needed

You may not know what to say or how to say it, but that's okay. The only thing that can be done is to go about it with an open mind and truthful communication. People are going to be returning to a whole new atmosphere in some cases, and some may not be returning at all.

Listening to your employees' questions and concerns will help everyone reduce stress & anxiety. ♦

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“The art of communication is the language of leadership.” ~ James Humes

3 Bad Management Ideas You Should Throw Out Immediately

Everyone can agree that being in a management position comes with a lot of responsibilities. It can also bring on stress and anxiety. Having a good relationship on a professional level, with employees, can help things run more smoothly. People will tend to work harder and more efficiently when they feel heard and valued.

Businesses will hit roadblocks and be presented with issues when management is run the wrong way. Sometimes it is hard to find the line between personable and over the top when it comes to being in a management position. Here is a list of some things that you should try to focus on not doing as a manager.

1. Always Micro-Managing

It is your job as the manager to keep things on track and make sure jobs are getting done. But, if you spend all day going behind everyone making sure their job is done the way you want it, your employees may feel that you do not trust them to do their jobs. If your employees feel that they are trusted to do their job and you believe in them will result in them giving you better results on their work.



2. Bad Communication

Communication is key in things running smoothly. If someone does not understand the job they are supposed to do, they cannot give it their best effort. Making sure that your employees understand that they can come to you and ask questions if they are confused. Leaving an open line of communication, instead of feeling as though they cannot come to you.

It can help if you give positive feedback to them as they are doing their jobs. Such as encouragement when they are doing a good job on something. Even if some correction or change of direction is needed, doing so in a positive way can keep employees encouraged. Some ways to communicate with your employees are:

- Keep your employees in the loop
- Give the positive feedback (or negative if needed in a nice way)
- Make Expectations clear

3. Lack of Humor

This may seem like a strange one to need for good management. Lack of humor can leave your employees stressed and uncomfortable when you are in the room. Humor can give the vibe that you are confident, personable, and approachable by people. You want your employees to be comfortable with you. ♦

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One Minute Ideas

Food For Thought

If you want your people to focus on performance, you've got to figure out an effective way to tell them how the company is doing. Jay Johnson lets his people's palates do the talking.

Every month, he holds a communication session for the 70 employees of Crest Microfilm Inc., in Cedar Rapids, Iowa. If it's been a so-so month, he orders pizza and soft drinks. But if the company has done well, he lets the employees choose the cuisine. "In a bad month, we'll spend \$75-\$80," says Johnson, "and in a good month, \$250. At year end, we may spend \$4500 if we've had as good a year as we'd hoped for."

Food aside, Johnson uses the occasion to talk about company performance. "I give a summary of why we're eating what we're eating, and employees have an opportunity to bring up complaints and suggestions. It's a way for me to share what I'm thinking. It's also an opportunity for me to say, 'Thanks.' When everyone works hard, they should eat prime rib rather than pizza." ♦

BancSearch, Inc.™



P.O. Box 700516
Tulsa, OK 74170

Tel: 1-800-776-6413

E-mail:
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Tips To Help Reduce Cost For Your Company

Running a business requires a lot of work regardless of whether you have a small company or a large one. All of them require you to put in a lot of hours to have things running and going as smoothly as possible. When it comes to finding ways to reduce costs for the company, it may require you to become more creative.

Thinking about the ways that you can scale back in certain areas or completely cut costs can take some time. The beginning of the year is a good time for a business to start exploring areas where you can save. Here are a few tips on how you can cut back in places.



Check Insurance Prices – Depending on where you have your insurance, you may be able to shop around and save some money. Call around to a variety of different places and see what rate they can give you. Just because you are checking into other companies, it does not mean you have to switch providers. Call your current company and see if they will match the rate for you.

Technology Can Help Reduce Expenses – When you run a company that deals with a lot of business travel for meetings and such, you could cut back by utilizing the technology that is available. Instead of visiting the client in person, try using zoom or other face-time applications to have meetings.

Right now, the world is in a place where it is not wanting a lot of in-person business relations with people that do not work together daily. It is the perfect chance to give virtual meetings a try if you have not already. Not meeting with your clients & customers can cause you to lose money. Virtual meetings can save time and money while still meeting with clients/prospects.

Save Money On Marketing – Hiring a company to help you market your business or purchasing an ad in a paper, magazine, or billboard can cost your business a large amount of money each month. Nowadays you can utilize free marketing options. Social media is such a popular thing right now, you can almost guarantee that someone is going to see your ad or even share it, when you have it on Facebook, Twitter, or Instagram. Of course, time is money and if you do not have the time, your money may work better for you by utilizing a professional.

These are just a few ways you can reduce costs for your company. Anytime you reduce costs, you increase profits. ♦

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P.O. Box 700516, Tulsa, Oklahoma 74170 ♦ 1.800.776.6413 ♦ recruiters@bancsearch.com
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