

## 3 DOS AND DON'TS TO BUILD YOUR INFLUENCE



### **DO - Have an opinion**

- Share your thoughts and perspective
- Be clear
- Invite others to share their opinions as well



### **DO - Cultivate your network and personal brand**

- Network and build a reputation as someone who wants to connect
- Find ways to be seen as the go-to person, inside and outside of NAVFAC



### **DO - Always bring data**

- Make data-based decisions
- Always support your ideas and proposals with data



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### **DON'T - Take conflict personally**

- Conflict is a competition of ideas and can lead to better solutions
- Create a culture where you can give and receive feedback freely and frequently



### **DON'T - Hide behind rules and policies**

- Do not force compliance to put up obstacles
- Help others to understand the intent of policies to find solutions and incorporate them



### **DON'T - Wait to be told what to do**

- Be a problem solver
- Look for what challenges you and your team may be facing and find solutions for them