



Of Course
I talk to
MYSELF
I need
**EXPERT
ADVICE!**

Talk To Yourself Much?

Does this conversation sound WAY too familiar?

Me: *You are an amazing trainer!*

Me: *I know, right?*

If you're a department of one, you're probably used to talking to yourself. A lot!

In fact, you may sometimes find yourself in need of a sanity check.

The reason?

You're frustrated.

And tired.

And, there's SO much to do and only **one** of you!

You can't do it all, yet you're expected to because the organization doesn't see the need (or have the funds) to provide extra support for you.

Sigh....

Believe it or not, being a department of one is a gift. Before you shut down this email, hear us out. ;-)

Being a department of one actually gives you an advantage. Because you don't have staff, you are forced to go outside of your department and rely on your relationships with others in the organization to help you achieve your goals.

Here are some important things to keep in mind when forging these relationships:

1. WIIFT?

As opposed to WIIFM, this focuses on *What's In It For Them?* What can you offer them by being in a relationship with you?

Spend time with managers or key stakeholders in an informal setting and ask questions to learn their perspective on what is important to them.

Learning what *they* see as valuable and how it impacts their processes will foster a collaborative relationship.

Move from the "trainer fix it" role to a *consultant* who is genuinely interested and curious about their performance challenges and needs.

2. Toot Your Own Horn

If you are feeling under-appreciated, perhaps it is because others are not aware of how your training function contributes to the organization's objectives. When the training function publicizes the results and accomplishments of the function, their efforts are seen, understood and recognized by others!

3. Sort Training from Non-training Issues

When analyzing a training request you may have to work with the manager to discover the "training issue." You might discover the need is really a performance issue and have to create job aids as a non-training solution. Sometimes the task at hand is discovering why people don't perform and what to do to solve that issue. And the solution isn't always training!

3. Identify Key L&D Roles Needed

Start your efforts by assessing the key training and development roles needed in your organization to support performance goals. This will help you determine your priorities when operating solo....what can YOU reasonably take on and what critical roles do you need to 'outsource' within your organization?

4. Recruit and Train Supporters

Developing partnerships with others may mean recruiting (begging, exchanging favors, etc.) and training folks on adult learning and facilitation skills, two skill sets that will make them better supervisors, managers and employees. Now THAT is a true "gift" you are bestowing upon them!

For more information on how to productively (and sanely!) be a department of one, check out the resources below that we have crafted especially for you.

Maintaining Your Sanity As A Department of One!

60 min. Training Essential Virtual Mini

August 22, 2018

Certified Training Coordinator

Four, 3-hour virtual training session
October 3, 5, 9, 11, 2018

Next time you are about to shout your familiar cry of "I'm only ONE person!" remember that you *really are* ahead of the development game AND reaping the benefits much sooner than someone with a full staff... Think about it!

We think ONE is quite a mighty number!

Cheers,

Team M&M
Maria Chilcote & Melissa Smith
Managing Partners



The Training Clinic
<https://thetrainingclinic.com>
info@thetrainingclinic.com
800-937-4698

