

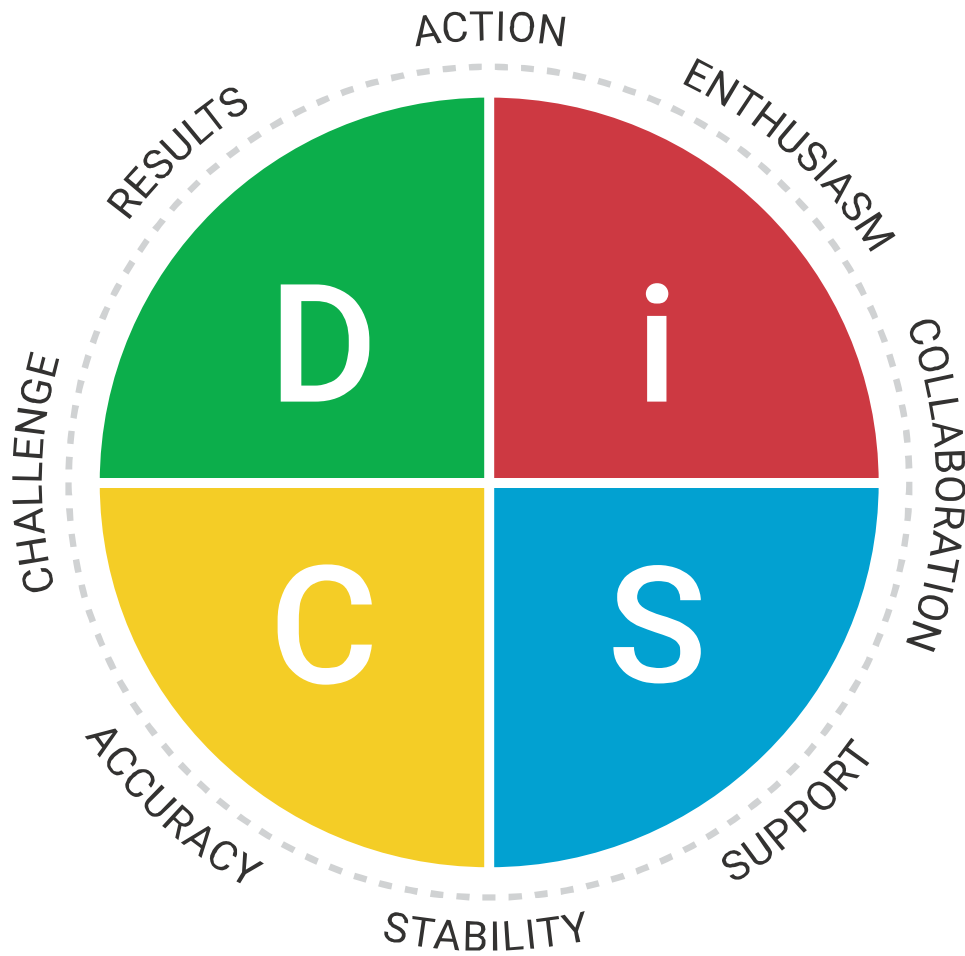


DISC: Effective Communication & Relationship Building in the Statehouse

NANCY COLTER

NANCY COLTER CONSULTING, LLC

DiSC® Styles in the Workplace



Notes:

Workplace Activities



Impact of Your Style

- What are your greatest contributions to your workplace?
- What are aspects of your style that might undermine your effectiveness? How does this impact the way your style is perceived?
- How does your style prefer to work/interact with others in the workplace?



PERSONAL REFLECTIONS & THINGS TO REMEMBER:

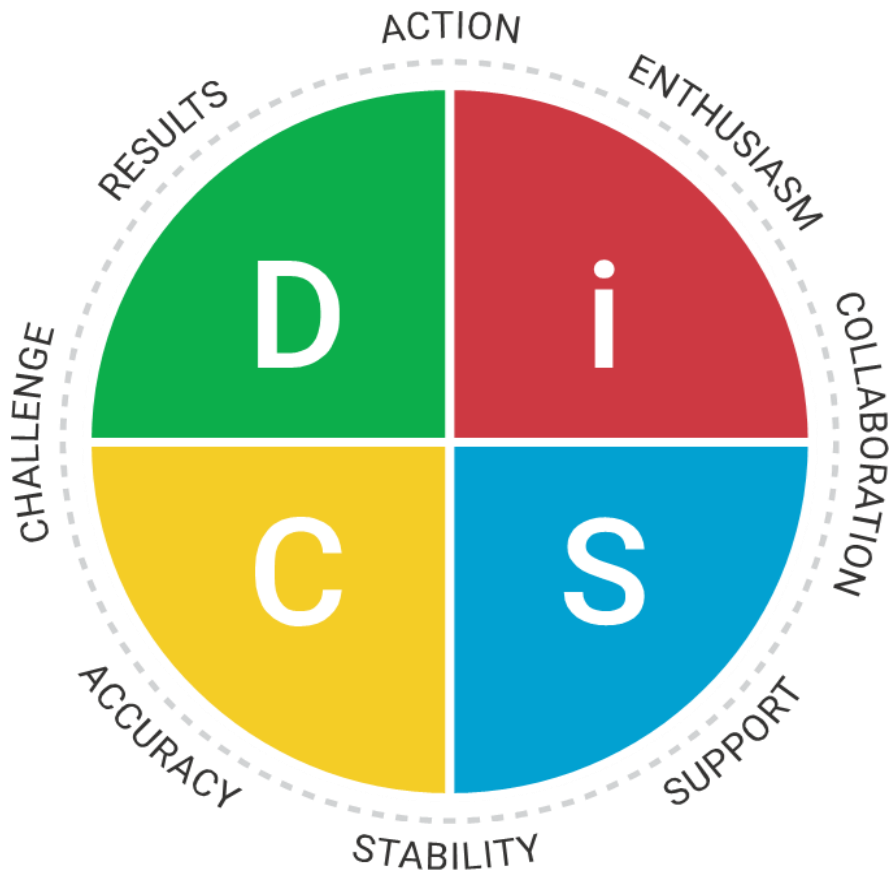
People Reading

PRINCIPLES

People reading isn't meant to label people. Instead, it's a way to help us understand their needs. There are no good or bad styles. All styles have strengths and limitations. Everyone is a blend of all four styles, so it may be difficult to read people correctly.

OBSERVABLE BEHAVIORS

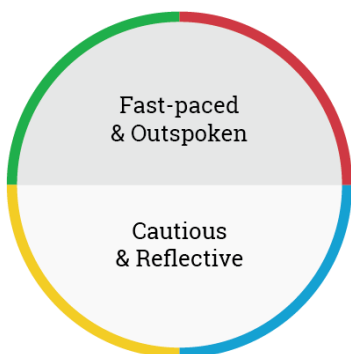
Body language, such as posture, use of hands, facial expressions, etc.
Tone of voice and expression, such as pace, inflection, volume, etc.
Words chosen to deliver the actual messages.



People Reading

1

Consider whether this person tends to be more:



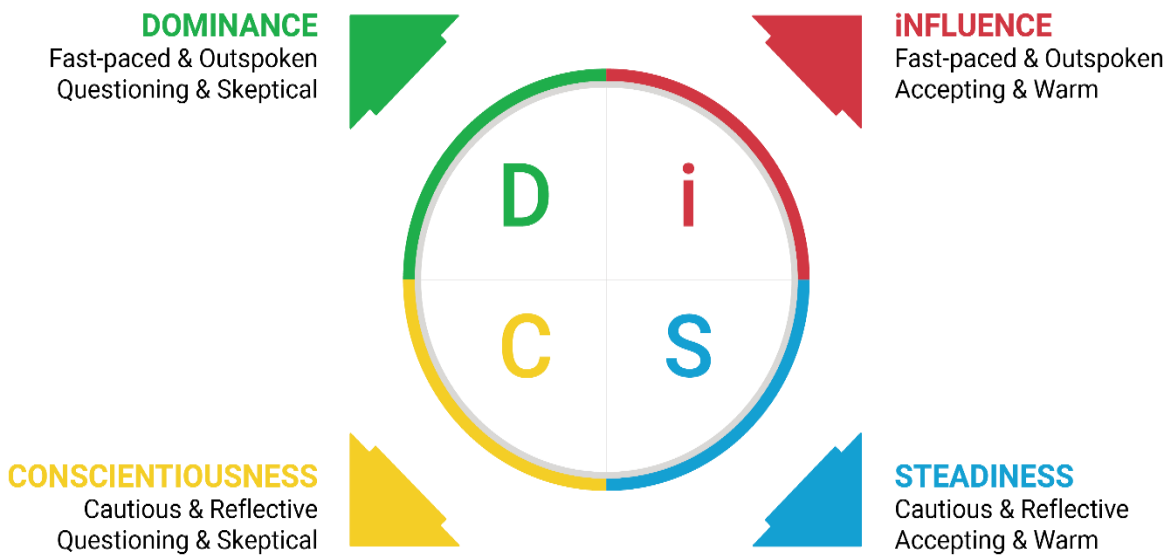
2

Then, consider whether this person also tends to be more:



3

Now, combine this person's tendencies to determine his or her DiSC® behavioral style.



People read someone you work with and write down that person style:

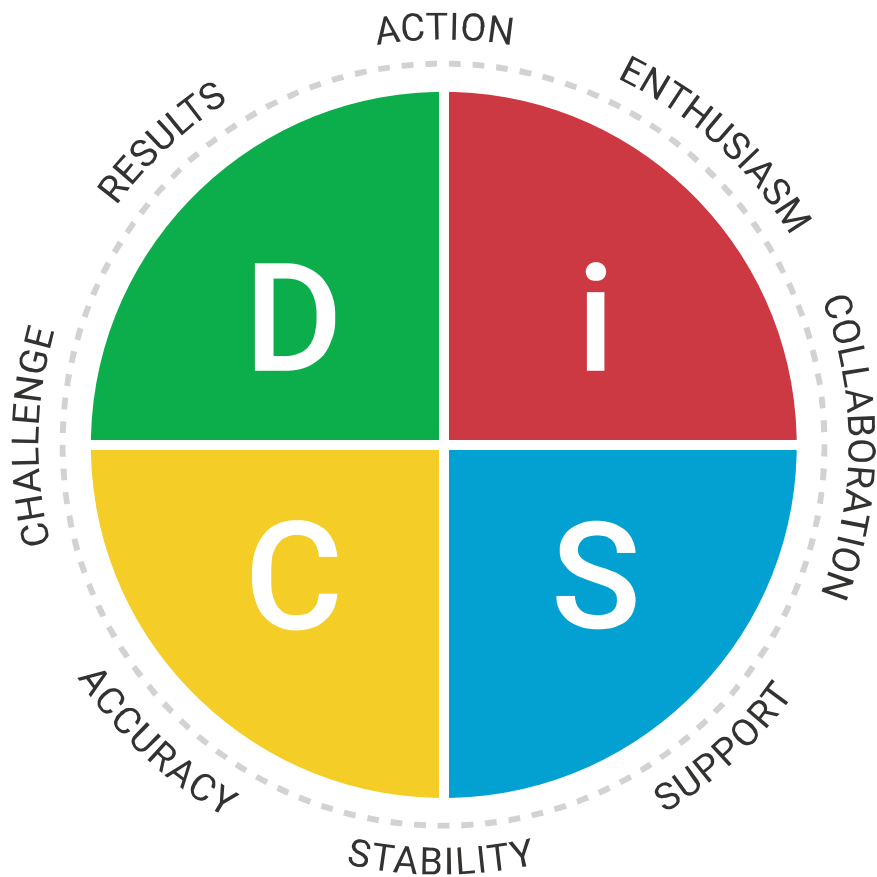
Interacting with the DiSC® Styles

Jot down characteristics of the DiSC style that are difficult for you to deal with and characteristics that you appreciate.

	WHAT'S DIFFICULT FOR ME:	WHAT WORKS FOR ME:

Improving Effectiveness in the Workplace

- How can we shift our mindsets to focus on the strengths of styles we may find challenging?
- How can we learn to be self-aware and make changes? There may be difficult things about all styles, but what can we do to change some of those things or know when to tone them down?



Scenerios

#1. Your presiding officer (a ___ DiSC style) is deciding committee assignments for the new biennium and comes to one of the dreaded committees that no one likes. You've taken it on in the past to help out, so your leader just assumes you'll be a good sport and do it again. You think it's time for someone else to take a turn.

What would you like to say (i.e., your natural reaction and/or inner voice)?

Knowing what you know about the DiSC, what might be a more optimal response?

#2. A community leader from your district seems unusually short-tempered today on the phone ... and you will be meeting with them later in the day for a couple of hours to work on language for a major bill you are sponsoring. You know from previous interactions that they are probably a ___ DiSC style. This person is a particularly important voice in your community, and you really need things to go smoothly so that the bill you've spent all interim and session refining will receive community buy-in.

What would you like to say (i.e., your natural reaction and/or inner voice)?

Knowing what you know about the DiSC, what might be a more optimal response?

Action Plan for Building Effective Relationships

Write the strategy you selected from the Summary page of the profile. Then answer the questions to create an action plan for using this strategy to build more effective relationships.

- 1 Strategy:
- 2 When might you need this strategy?
- 3 What outcomes do you hope to achieve by using this strategy?
- 4 What can you do or say to put this strategy into action?
- 5 Who could be a resource or mentor for you?

©2023– Nancy Colter Consulting, LLC

ALL RIGHTS RESERVED. No part of this work may be reproduced, transcribed, or used in any form or by any means – graphic, electronic, or mechanical, including photocopying, recording or taping, web distribution, or information storage and retrieval systems – without prior written permission of the publisher.

DISCLAIMER. Nancy Colter Consulting, LLC reserves the right to revise this publication and make changes from time to time to its content without notice.

NOTICE OF LIABILITY. The information in this course manual is distributed on an "As Is" basis, without warranty. While every precaution has been taken in the preparation of the book, neither the author nor Nancy Colter Consulting, LLC shall have any liability to any person or entity with respect to any loss or damage caused or alleged to be caused directly or indirectly by the instructions contained in this book.

All Disc Materials Used in this workbook Copyright 2012 by Inscape Publishing, Inc. All rights reserved. Permission to reproduce only when used in conjunction with Everything DiSC Reports that were used.