

# A User's Guide To Working With Me

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## ***My Style***

- *I didn't know it until recently, but I've always loved to learn. Don't be afraid to teach me something new.*
- *I become obsessed with the things I'm passionate about, and spend time thinking/researching how I can be better at them. I love to share these interests with others, as long as they'd like to listen.*
- *My long term goals are lofty but, I push myself every day to achieve them. I'm curious to hear from my peers and mentors which experiences have been valuable for them in reaching their own personal milestones.*
- *Technology can be the most valuable tool in our tool box, but it can also be the culprit for low productivity and distraction. I make sure that I am using it in the appropriate way, at the correct time and place.*

## ***What I value***

- *I value courtesy and practicality. Treat others with respect, and think through your decisions.*
- *Communication is key, especially when we're working on a project as a team. If the plan feels incomplete, I tend to err on the side of over-communication until the kinks are ironed out and we're all on the same page.*
- *I believe that the office is primarily a place for work, but we can have fun along the way. It's important to develop good relationships with the people around you, and when appropriate, spend time with them.*
- *In order to be useful, we need to take care of ourselves. It doesn't take much, but a good nights rest and three meals a day can make a huge difference in my ability to perform.*

## **What I don't have patience for**

- You should always feel free to ask for help, but I can't solve your problems for you **and** get my work done at the same time, especially if I don't have experience in the area. I will provide guidance and be an outlet for brainstorming, however we all need to pull our own weight.
- We all have expertise in different areas. If you know more than me, don't be condescending about it. Chances are, I'm doing my very best to learn.
- I try to ask for help when I need it and look for things to do when I've completed a task. There's no need for micromanagement, it will be distracting and ultimately be harder to stay focused.

## **How best to communicate with me**

- Be direct, and get right to the point. Although, if it's a sensitive matter, finesse will be appreciated.
- Details are important to me so long as it serves me to know them. I often like to know the **why** and **how** behind the **what**.
- I am always open to the possibility that I may be wrong. If you engage with me in that conversation, I will not take it as disrespect. Rather, I will be happy that together we came closer to the truth.
- I'm a firm believer that knowledge should be accessible to those who wish to learn. I will gladly share what (if anything) I know with those who are curious if I think it will be received well.

## **How to help me**

- I am a thorough individual. As such, when I am learning something new I tend to take my time so I don't accidentally miss something important. In these moments, your patience will always be appreciated.
- I will be receptive to any hints that I need be doing something better, but encouraging me on what I'm doing well is the best way to see improvement.
- I give a lot of attention to detail. Let me know when this is unnecessary so that I can move faster.

## **What people misunderstand about me**

- If a matter seems to be important, I always do my best to understand. Don't confuse my search for clarity as a slight against your idea, I'm simply trying to make sure that I'm on the same page.
- I develop extroverted tendencies toward people I am familiar with. If I'm quiet around you, I'm still trying to get to know you (or I'm hungry and tired).