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A Powerful Voice

With Annie Meisels



Are you a good listener?

What does it take to be a good listener? Not just in-person, but online too? When you talk, what do YOU need from the other person? How can you be that for someone else?

What most everyone wants is to feel heard and validated. Here are 3 easy steps you can immediately implement to become a more active listener.

1

REPEAT

Before you answer, repeat back what you've heard. "Sounds like you…"

2

CLARIFY

Ask a clarifying question. "How did ___change things?"

3

EMPAHTIZE

Validate their feelings. "That is so frustrating, I get where you're coming from"

Don't interrupt

Are you a 'coming up with the answer while the other person is talking' type listener? If so, try to laser focus on the speaker. Be in the moment. After, you can repeat back, continue with the 3 steps and formulate a response.

In an email

Do you respond only to the last point you've read? The 3 steps can be used in an email as well. Making someone feel heard and validated is more important than you realize.

Physicalize your listening.

Especially virtually. If you're thinking 'yes' shake your head yes. Facial expressions, and sounds let the person know you're hearing them.