



CSSD LEADERSHIP PROGRAM

Monthly Worksheet

DECEMBER: LISTENING TO OTHERS

"I like to listen. I have learned a great deal from listening carefully.
Most people never listen."
- Ernest Hemingway

Many positive things happen when we learn to listen to one another. For many of us, we are thinking about what we want to say next, instead of listening to others. Learning to listen to others takes practice, but in doing so, we learn patience, develop compassion for others, and most of all, we learn and grow as individuals.

Pick a conversation and practice the following instructions.

- Maintain eye contact without staring or glaring.
- Concentrate on the speaker and lean slightly forward to communicate that you are open to what is being said.
- Nod, smile, or ask a relevant question if you need clarification. This way, you send a nonverbal message that you are "in the moment" and fully involved in the conversation.
- Don't rush or hurry the exchange.
- Be wholly and fully present.

What did you find to be the hardest part to do from the above list of instructions?

Which number from the list above, do you feel like you can work on to improve over the next month?

Name: _____ Rank: _____ Date: _____

Instructor: _____ Instructor Signature: _____