



5 Steps to Remove Yourself from Drama at 'Work'

Step 1: Rewind & Reflect aka *What did I do?*



Scenario: You're working on a team project and you're the only woman. You were selected as team lead and throughout the entire project you find yourself spending more time justifying your worth and reason why you're a good fit, than actually leading.

In the middle of a discussion, now getting heated, you're going over individual assignments and one of your teammates mentions he prefers the assignment you'll work on because he will be better at it. You disagree and give your rebuttal. He then interrupts you and says you should 'calm down' and stop being

'so defensive' about the situation. You continue to articulate your point and he and the other team members agree you're making this situation 'more emotional than it has to be.'

Step 2: Come Back to Reality aka *It Needs to Stop*



Scenario: There is resident office bully. This is the passive-aggressive King/Queen that rules the team. Even though other teammates feel this person is catty or messy they stay on this person's good side because it is easier to get along than be against them. Naturally, our messy bully is BFF's with the manager. They gossip together, they plot and scheme together. They have never done anything to officially get them in trouble (HR trouble) but they make it a toxic environment.

You are working on a project with the bully and they asked about a task. You mention you'll do part A, they will take part B. You both agree. 2-weeks later the manager is asking for A & B, B isn't complete and the bully reaches out to you via email (copying several people including the manager) and asks why wasn't it completed.

Step 3: Vent & Release aka *We Need to Stop*



Scenario: You're working on a project with 3 other people, and each of them are close work 'friends'. There is so much drama and negativity with those 3 individuals your afraid your project team's brand will be associated with their individual brands. During a planning call, you jump on the call a couple min late and notice they are just speaking poorly about other people, not working on the project, and just being negative. As you try to shift gears, they get quiet and you hear typing and message alerts pinging as if they are all speaking to one another without you.

Step 4: Learn a New Language aka *We Need to Talk*

STEP 4: LEARN A NEW LANGUAGE AKA WE NEED TO TALK

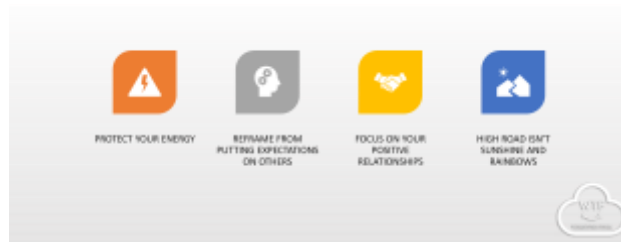


Scenario: You're working on a project and you receive this email from another team member. This person has no authority over you, but they are a partner you will need to work with often. You both work remotely and the only communication you've had with this individual has been via email/chat.

Typically, we read emails in the tones most familiar to us. Recognize when it is time to use a new method of communication. Find the true purpose of the email and respond to just that.



Step 5: Recognize & Protect aka We Need to Take a Walk



Scenario: You're speaking on a zoom call and in the middle of your presentation someone, clearly off mute, makes the comment. 'this is a really dumb idea.' You pause mid-sentence because you along with everyone on the call hears the inappropriate comment. You stop and ask, 'does anyone have any questions/comments?' The person originally off of mute now is more silent than ever. You finish your presentation and of course your confidence isn't as strong as before. At the end of call the person that made the comment reaches out to you to make small talk never acknowledging or apologizing for the comment. But instead, goes into a rant about how inconsiderate others are.

RESOURCES

Blogs

- 4 – Agreements | <https://www.miguelruiz.com/the-four-agreements>
- Harvard Business Review Blog Imposter Syndrome | <https://hbr.org/2021/02/stop-telling-women-they-have-imposter-syndrome>
- Respect MyVoice Blogs | | <https://www.respectmyvoice.org/blog>
- 3 Crucial Skills for Leading without Authority | <https://www.forbes.com/sites/carolkinseygoman/2017/05/21/3-crucial-skills-for-leading-without-authority/?sh=6c5e90d84a80>

Podcasts

- Balanced Black Girl Podcast | <https://redcircle.com/shows/balanced-black-girl>
- Affirmation Pod | <https://www.affirmationpod.com/>

- Positive Affirmations and Audio Stories | <https://podcasts.apple.com/us/podcast/positive-affirmations-and-audio-stories/id1459035507>

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