

THE EMPOWERED PROFESSIONAL

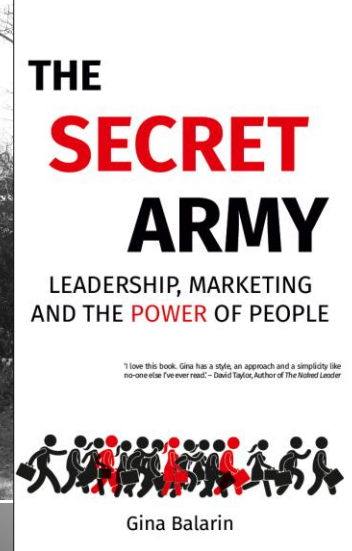
by *Gina Balarin*

Confidence, Leadership & Your Voice at the Table

“ THE CEO’S VOICE ”

Verballistics™

About Former Office Professional... Gina Balarin



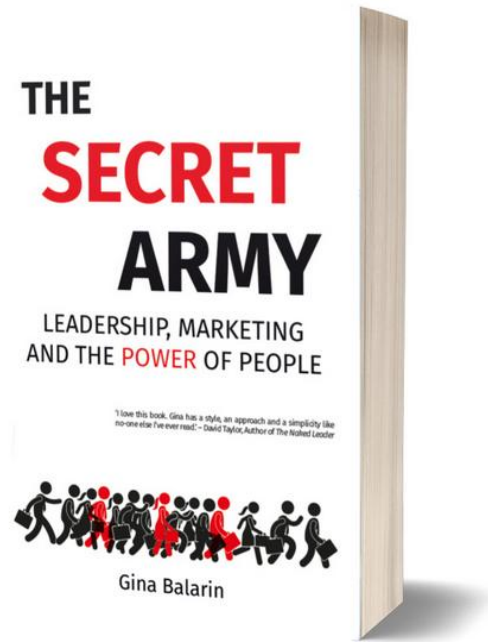
Gina Balarin

WRITER | INSPIRER | TEDx SPEAKER | SPEAKING COACH

“ THE CEO’S VOICE ”

Want a free chapter?

Verballistics™



Want to know some of the secrets from The Secret Army: Leadership, Marketing and the Power of People?

Free Chapter

Download this free chapter to discover a hidden world including... what it means to be 'itchy', what this has to do with flow, and the formula of 'ing'.

<https://www.verballistics.com.au/index.php/home/goodies/>

<https://www.amazon.com.au/Secret-Army-Leadership-Marketing-People/dp/1544836341>

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“ THE CEO'S VOICE ”

**THIS IS
FOR YOU**

Why am I doing this?

- I know how it feels.
- I want to help people.
- I needed the reminder, myself.
- We need to take the step back – look within – and realise I AM OKAY!

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“ THE CEO'S VOICE ”



My Journey



Question:

Do you love what you do?

- A) YES!
- B) Some of the time
- C) No – because of the people
- D) No – for other reasons

KELLY[®]

SERVICES

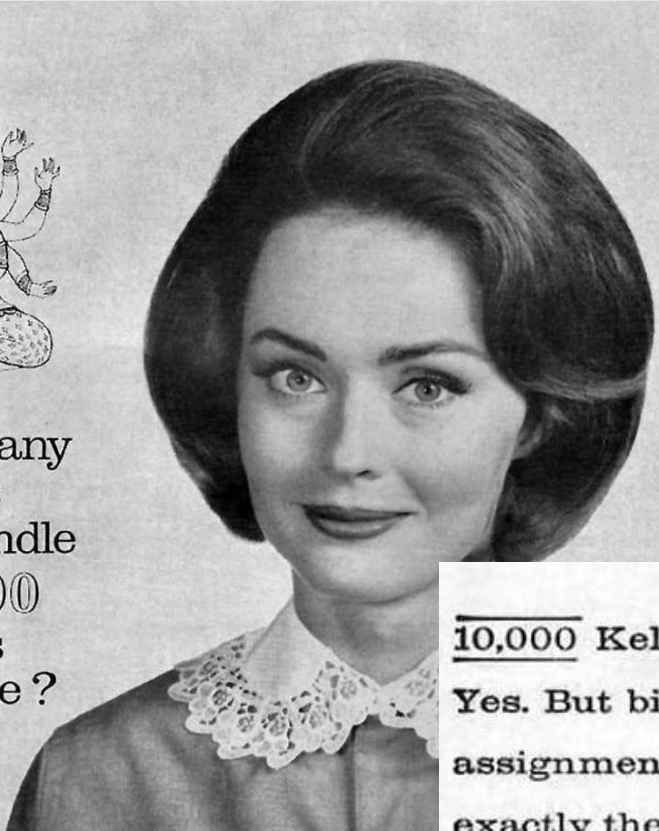
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how many
girls
can handle
10,000
jobs
at once?



10,000 Kelly Girls working for 8,000 clients in 150 cities nationwide. Big business? Yes. But big because it's made up of thousands of personalized, efficiently performed assignments for firms like yours. When you need temporary help, we see that you get exactly the service you need. How can we be sure? Our employees are thoroughly tested and screened. How can you be sure? KELLY GIRL® service is 100% guaranteed. Call us.

*Get the Kelly Girl habit
for temporary
white collar help*

KELLY GIRL SERVICE, INC.
HEADQUARTERS, DETROIT 3, MICHIGAN



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“ THE CEO'S VOICE ”

Stuffing envelopes

Writing press
releases

Creating
filing systems

Taking photos

Producing
website
content

**Organising
events**

Filing

Email

**Setting up
accounting tools**

You matter.

What you do matters.

REFRAME IT:

I find board documentation easy to read.

WHY?

Because of what I learned
as an admin professional!

Dealing with Imposter Syndrome



Question:

Do you ever feel like a fraud?

- A) No. What's that like?
- B) Occasionally...
- C) A lot of the time
- D) All the time!

Imposter Syndrome or (*Impostor Phenomenon as it was originally named*) is when you believe you're not as intelligent, capable, talented or qualified *as other people perceive you to be* **despite clear evidence of your abilities & accomplishments.**

Those with Imposter Syndrome struggle to internalise their success because they don't feel worthy or deserving of it. They believe they're fooling everyone and **will soon be exposed as a FRAUD.** – Alison Shamir

<https://alisonshamir.com/what-is-imposter-syndrome/>

**“No one can make you feel inferior
without your consent.”**

- Eleanor D. Roosevelt

REFRAME IT:

What could being empowered
at work feel like for you?

A high-contrast, artistic photograph of a woman with her arms raised behind her head, wearing a vibrant purple long-sleeved shirt. The lighting is dramatic, highlighting the contours of her face and the texture of the fabric. The background is a solid, warm beige color.

**Embracing
your strengths**

Question:

When did you last feel proud of what you did?

- A) All the time!
- B) Last week
- C) Last month
- D) Never

How could
you make
yourself feel
like this?

How could
you make
someone else
feel like this?



It's okay to be comfortable.

**It's not okay to envy others' success
but do nothing to reach for your own.**

When did you last acknowledge and
celebrate a 'win'?

Do it. Invite a friend.



**Who's the
real force
for change?**

Question:

**How much influence do you think
you have at work?**

- A) A lot
- B) Some
- C) A little
- D) None at all

Workplace dynamics & “The CEO’s Neck”

Aina Balarin



Quiet power.

LOUD Impact.

That's your superpower.

REFRAME:

You have more influence than
many people know.

The next time you feel inferior,
remember that.

**Who's
advocating
for YOU?**



Question:

When did you last doubt yourself?

- A) Never
- B) Rarely
- C) Often
- D) Always



Advocate for yourself



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“ THE CEO'S VOICE ”

Playing small doesn't serve anyone.

Not even you.

Especially not you.

REFRAME:

**Write 1 sentence that describes
the value you bring.**

If you struggle, get a friend to do it for you.
Or, better yet, get your boss to do it.

**Taking
ownership
of your
growth**



Question:

**How often do you step outside
your comfort zone?**

- A) All the time
- B) Often
- C) Rarely
- D) Never



Take ownership
of your growth



**Confidence isn't a personality trait.
It's a skill.**

**Learn it.
Practice it.
Own it.**

REFRAME:

Learn to get comfortable
with being uncomfortable.

Cultivate a
leadership
mindset



Question:

Would you consider yourself to be a leader?

- A) YES!
- B) I often lead - without the job title
- C) I have led - sometimes
- D) Not at all

Guerrilla Leadership

But what happens when employees don't know where they're going, or feel like they aren't being led? Does chaos ensue? Actually, no. Generally, businesses keep on going. Employees keep on working on tasks (after all, they're paid to do a job). But companies lose focus and then, occasionally, something weird happens. Guerrilla leaders pop up.

guerrilla / noun

- A member of a small independent group taking part in irregular fighting, typically against larger regular forces.
- Referring to actions or activities performed in an impromptu way, often without authorisation.

– OxfordDictionaries.com

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You don't just support leaders.

You are one.

REFRAME:

Think like a leader.

Act like a leader.

Walk like a leader.

Talk like a leader.

(Go on. I dare you!)

Permission slip

**What if you gave
yourself permission to
do the thing you're
afraid of / avoiding?**

Email me for a printable copy:
gina.balarin@verballistics.com.au

PERMISSION SLIP

I give permission for:

.....

.....

To do the following:

.....

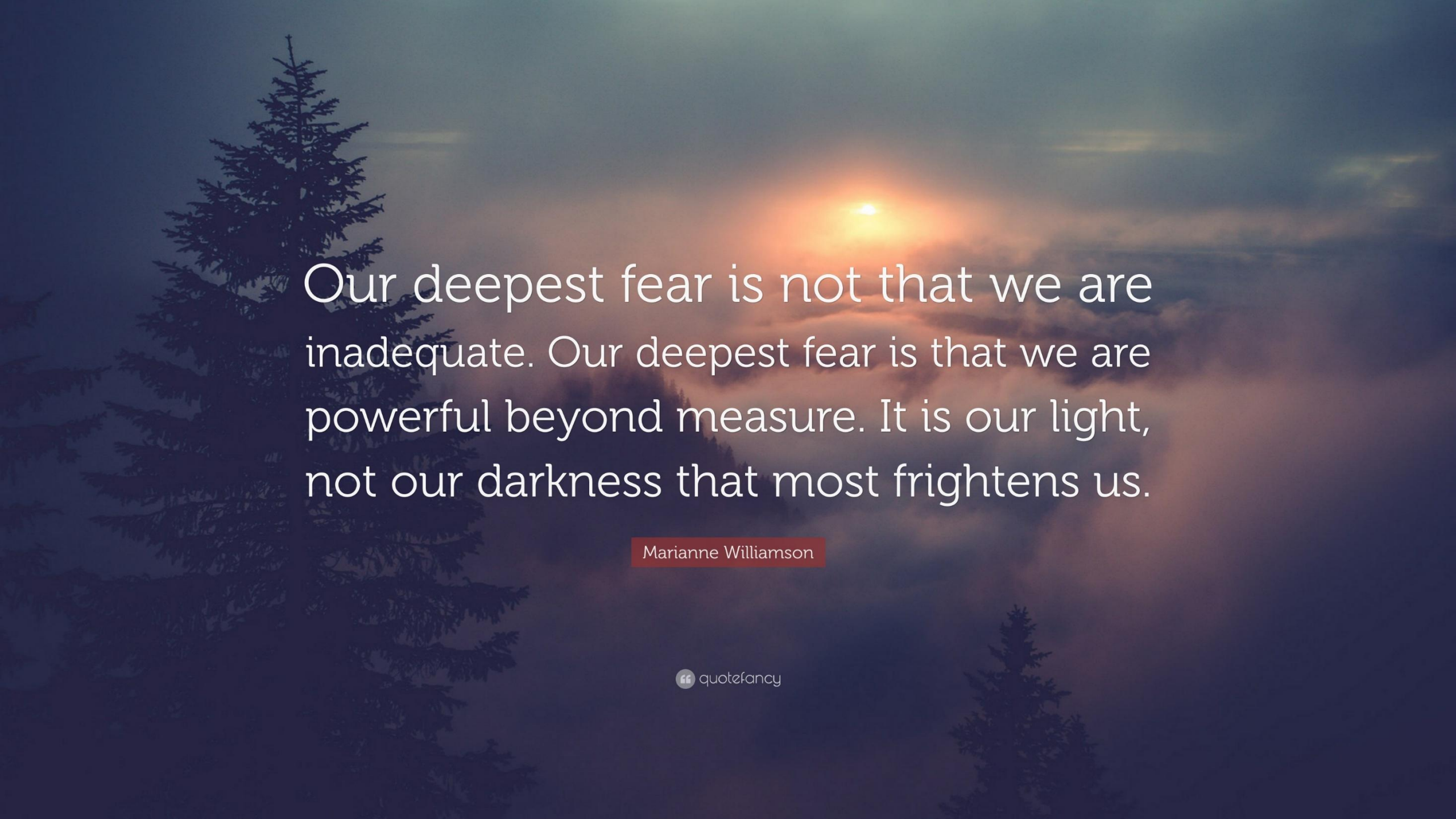
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Conclusion: you're not alone!





Our deepest fear is not that we are inadequate. Our deepest fear is that we are powerful beyond measure. It is our light, not our darkness that most frightens us.

Marianne Williamson

YOUR CHALLENGE IS...

What one thing are you going to do to
empower yourself this week?

WHO WILL JOIN US?

Post your accountability statements on
LinkedIn. Tag me (@Gina Balarin).
Tag @AIOP!

Let's connect



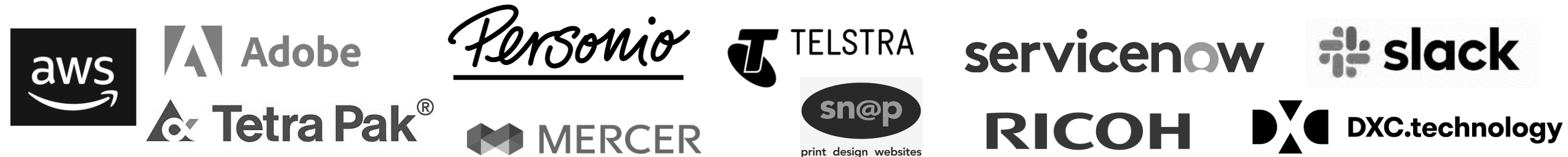
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Reach out if you need:

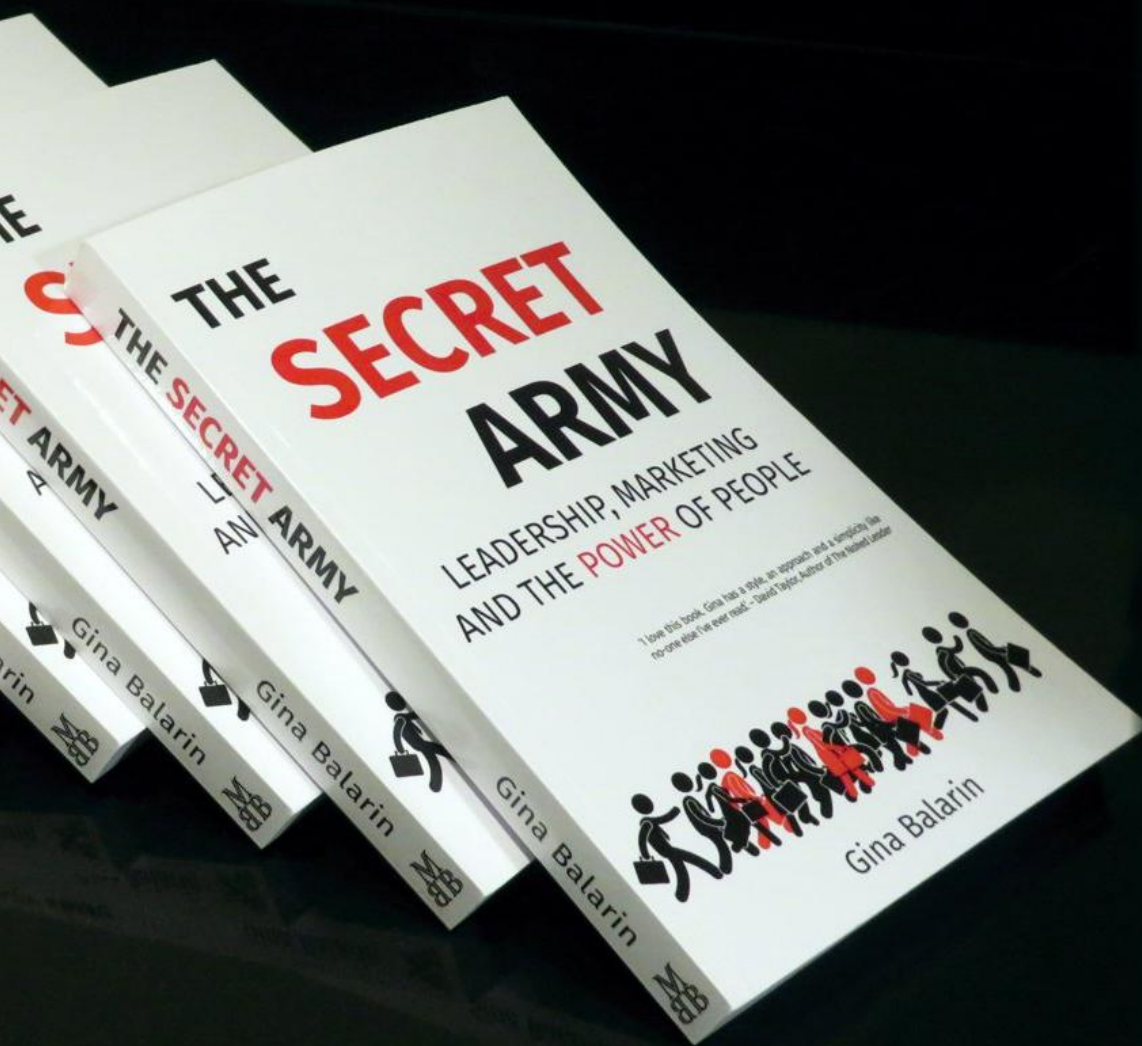
- An inspirational speaker
- A professional speaking coach
- A customer interviewer, case study creator & content writer
- A corporate storyteller

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THESE ARE THE BONUS SLIDES...



Helpful resources: 1-3 of 8

1. Free chapter from “The Secret Army” book
2. Access to the slides

<https://www.verballistics.com.au/index.php/home/goodies/>

3. Permission slip (email me)

gina.balarin@verballistics.com.au



Helpful resources: 4 of 8

How to overcome your
deepest fear

<https://www.linkedin.com/pulse/how-overcome-your-deepest-fear-gina-balarin/>



Helpful resources: 5 of 8

Imposter Syndrome:
The Struggle Is Real –
But You Can Beat It

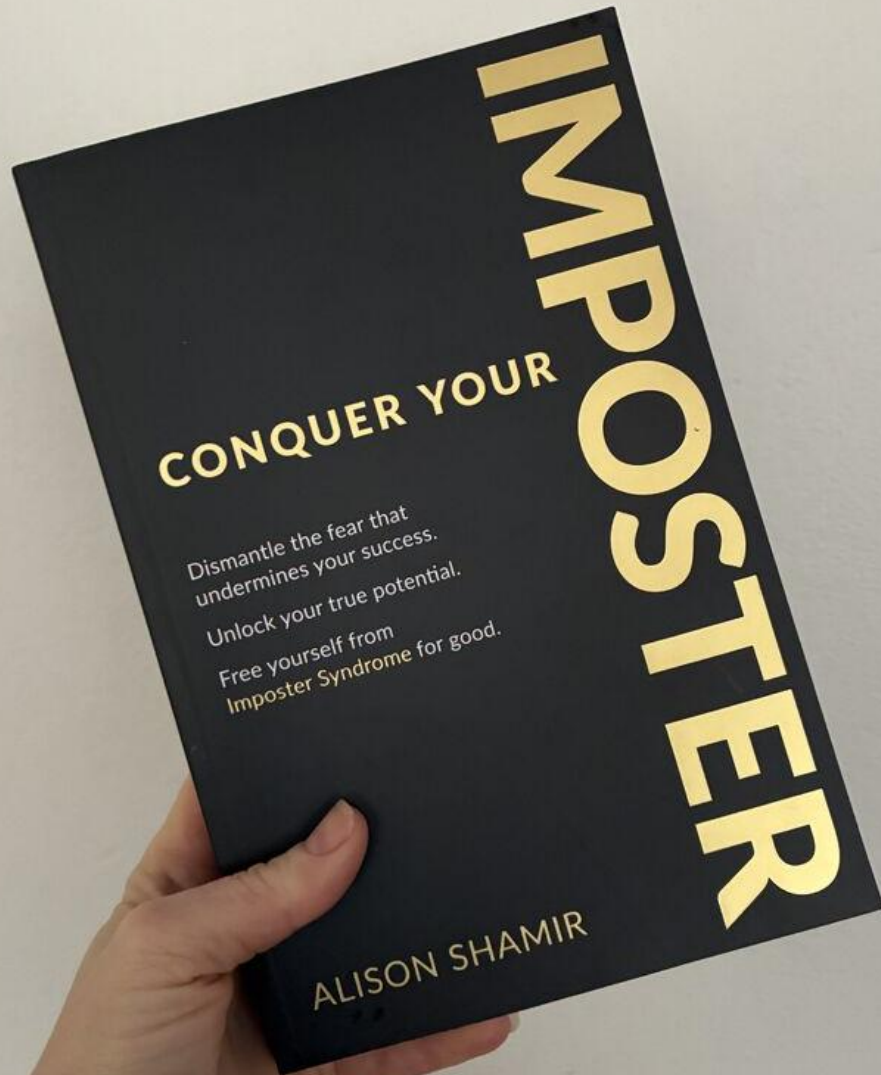
<https://contentmarketinginstitute.com/career-development/imposter-syndrome-the-struggle-is-real-but-you-can-beat-it>



Helpful resources: 6 of 8

Gina's deeply personal
& powerful talk:
"I'm nobody"

<https://www.youtube.com/watch?v=DPuMTwfh4ec>



Helpful resources: 7 of 8

Imposter Syndrome Sources

<https://www.verywellmind.com/imposter-syndrome-and-social-anxiety-disorder-4156469>

<https://alisonshamir.com/what-is-imposter-syndrome/>

<https://www.amazon.com.au/Conquer-Your-Imposter-undermines-potential/dp/1925452972>

“**Our deepest fear** is not that we are inadequate.

Our deepest fear is that we are **powerful beyond measure**.

It is our light, not our darkness that most frightens us.

We ask ourselves, **Who am I** to be brilliant, gorgeous, talented, fabulous? Actually, **who are you *not* to be?**

Your playing small does not serve the world. **There is nothing enlightened about shrinking** so that other people won't feel insecure around you.

We are all meant to shine, as children do. We were born to make manifest the glory that is within us. **It's not just in some of us; it's in everyone.**

And as we let our own light shine, we unconsciously give other people permission to do the same. As we are liberated from our own fear, our presence automatically liberates others.”

- Marianne Williamson

If you feel like this would benefit someone you know, or would like a session at work – reach out to me directly!