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# What Does It Take To Create A Team??

"The Vision of Teams"

2003 Tax Forums - Seminar #48

#### The Vision of Teams...simon SAYS Consulting

References:

#### The Vision of Teams

www.cmdpublishing.com www.starthrower.com

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- Your organization, with a shared *vision*, can accomplish amazing feats!
- Challenge your team members and yourself to take *action* and reach your *individual* goals as well as the goals of the *organization*.



#### The Vision of Teams

It begins with passion

- What are YOU
  passionate about
  outside of work?
  - What are **YOU**passionate about your
    iob?

#### The Vision of Teams

- It begins with passion
- Each team member brings unique strengths and weaknesses

Identify the qualities that an individual needs to fully contribute to a team!

- An ability to *listen*
- An ability to work with a diverse group of people
- An ability to take responsibility Forgive vs Permission

#### The Vision of Teams

- Share a Vision
  - Learn as a Team
  - Take Action Video Think

#### Share a Vision

- Truly communicate with each other Listen! Hear / JM-Auto
- Commit to a common goal

  1980 Dacron vs 1997 Diaper
- Mesh personal goals with the vision for the team Excel Award

#### Learn As A Team

- Learn from mistakes Ecotherm
- Learn from each other Blue/Red Lycra
- Plan communication, rather than leaving to chance Maitland/SWOT

#### Take Action

- Recommit to a shared vision
- Work through & with other people Reward mistakes/Post-Its
- Put in a solid effort Results vs activites
- Challenge yourself Leukemea Marathon

#### The Vision of Teams

- It begins with passion
- Each team member brings unique strengths and weaknesses

#### The Vision of Teams

- Share a Vision
  - Learn as a Team
  - Take Action Video Think

You and your organizations are transformed by working together & challenging yourselves to meet a common goal!



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"Thank you!"

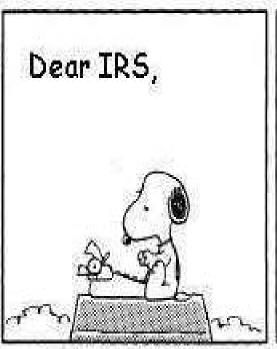


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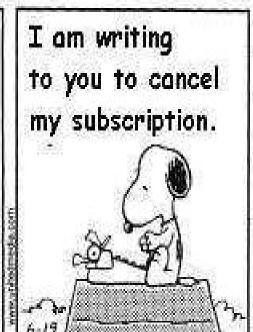
# Deliver Remarkable Customer Service

"Taking C.A.R.E. of Business"

2003 Tax Forums - Seminar #12









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Taking C.A.R.E. of Business..... Choosing to deliver remarkable customer service!

References:

#### Taking C.A.R.E. of Business

www.cmdpublishing.com www.starthrower.com

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- Taking C.A.R.E. of Business.....
  - Connected
  - Attentive
  - Responsible
  - **E**nthusiastic

Think of times you have had great experiences as a customer. What do vou remember??

You think of the people who made those experiences happen for you!

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Why is it that some customer service professionals just stand out?

- Great customer service professionals make a choice
- Every day, with every customer, they choose to do all they can to make their customer's experience as positive as it can be
- It isn't just that they want to C.A.R.E., it's that they know how to C.A.R.E.

Taking C.A.R.E. of Business emphasizes personal accountability as it teaches you to actively improve their customer service skills.

What are your personal reasons for giving remarkable customer service?

- It feels good to help people
- It is more fun when you care about the service you give
- It is the best route to more profits, salary increase, job advancement

# Connect to your customer

- meet customers "where they are"
- treat external & internal customers as you would want to be treated

### Be Attentive

- Give all your customers your full attention
- Be efficient and clear, but never rush your customers

Film 9:36-14:18

30

# Be Responsible

- Let customers vent
- Take ownership, but never take things personally

## Be Enthusiastic

Treat each and every customer as if they were your only customer

Film 18:42-24:28



# Connect to your customer

- meet customers "where they are"
- treat external & internal customers as you would want to be treated

#### Connect to your customers:

- Decide to be friendly before you say anything (eye contact, smile, tone of voice)
- Treat customers like visitors in your home genuinely care
- Meet your customers (internal/external) where they are, putting aside where you are -"anticipate" needs beyond the obvious Bank
- For the moment, make their needs more important than anything else put yourself in their shoes Airline

#### 10 Second Connection Test

- What seems to be my customer's state of mind
- What is my customer's dominant emotion?
- What is the first response my customer needs from me?

  □

### Be Attentive

- Give all your customers your full attention
- Be efficient and clear, but never rush your customers

Film 9:36-14:18

36

### Be Attentive:

- Give customers your full attention
- Ask questions with an open mind (not leading questions)
- Make sure customers know they can count on you
- Take care of each customer efficiently without being rushed
- Be clear with your customers

# Be Responsible

- Let customers vent
- Take ownership, but never take things personally

Film 14:19-18:42

## Be Responsible:

- Take ownership
- Don't take things personally do not take the bait
- Let dissatisfied customers vent without interrupting Listen
- Apologize for the situation customer does not want excuses
- Agree to next steps
- Thank the customer
- Do something extra if possible

## Be Responsible-Avoid:

- Making excuses
- Blaming anybody even if it is their fault
- Saying what is outside of your control or power

## Be Enthusiastic

Treat each and every customer as if they were your only customer

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## Be Enthusiastic:

- Not a "cheerleader"
- Handle each customer professionally
- Treat every customer as if they were your only customer

#### **Summary:**

- Common sense (not rocket science)
- Is the customer better off than before they dealt with you?
- Connect welcome each customer like a visitor in your home
- Attentive give each customer your full attention
- Responsible take ownership of any situation
- **Enthusiastic** constantly check your attitude

# Choose to C.A.R.E.

....and

# you will Delight your Customers,

...and

- ....you will:
- It **feels good** to help people
- It is more **fun** when you care about the service you give
- It is the best route to more **profits**, salary increase, job advancement

# SIMON SAYS "Thank you!"