

The 3Cs to speak your voice

In my book, [“Unleash Your leadership : How to Worry Less and Achieve More”](#), I talk about 3 important aspects to speaking out, particularly when you’re initiating conversations or making requests.

1. Clarity

Use these two techniques to get clear on what you want to say :

- **Spit it out.** Express what you want to say without worrying how you’ll say it. You can do it on paper, or can try it with a friend or partner, or even with a mirror.
- **Write it down.** Once you’re clear on what you want to say, jot down what messages you want to get across and in what order. It’s not about scripting it word for word, but helping you feel a greater sense of control.

2. Conviction

Here are the 3 key questions you need to ask yourself when you doubt what you think or feel is important enough to express :

- What’s your right to have a conversation?
- Where are you tolerating behaviour that isn’t acceptable to you?
- What’s important to you about having this conversation? What is the cost of not saying anything? To you, to others, to your organisation?

3. Courage

Remember, you can’t wait until you feel confident to act. First, you need to summon the strength to show up and speak up in situations that scare you : to take courage. As Brene Brown says, *“You can choose courage, or you can choose comfort. You cannot have both.”*

Print a copy of this page to refer to when you’re preparing for difficult conversations.

