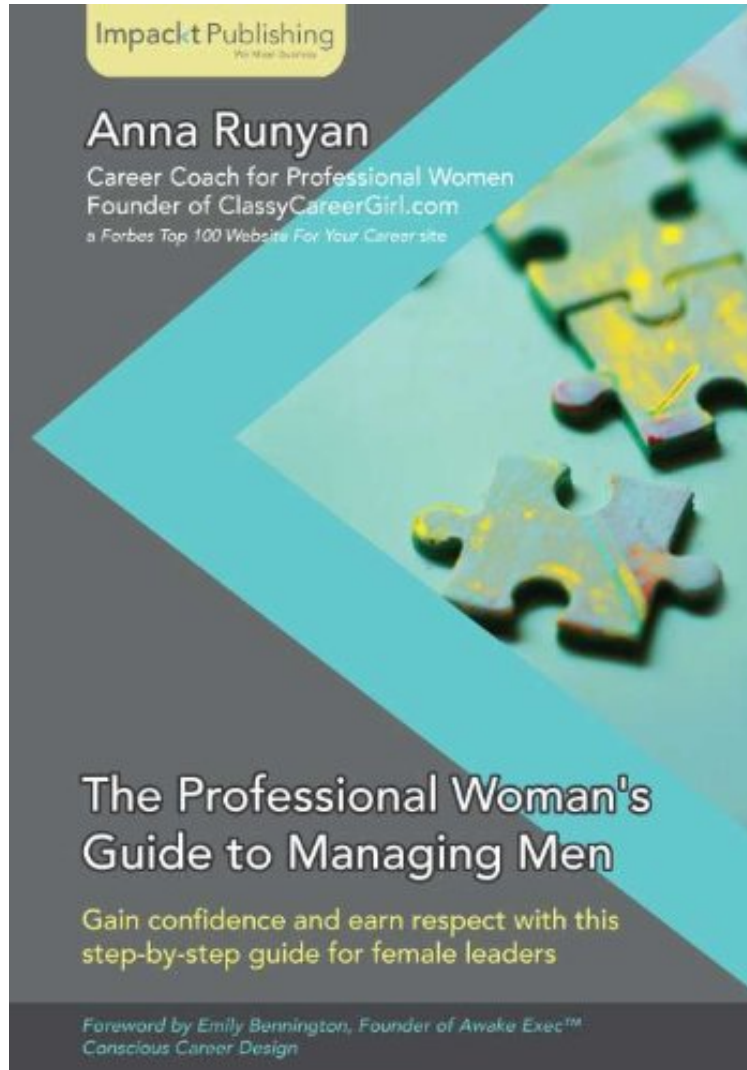


(Download free pdf) The Professional Woman's Guide to Managing Men

# The Professional Woman's Guide to Managing Men

Anna Runyan

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**Anna Runyan : The Professional Woman's Guide to Managing Men** before purchasing it in order to gage whether or not it would be worth my time, and all praised The Professional Woman's Guide to Managing Men:

2 of 2 people found the following review helpful. Practical Guide for Successful LeadershipBy Sue P.This is a great, easy read! Real life examples, insightful advice and truly a fabulous guide for how to take your management career to the next level as a woman. I highly recommend this book for professional women who are current managers or professional women who are looking to become managers one day. This s a MUST READ if you fall into either of these categories. What I appreciated about this book is that it was actionable and a step-by-step how to guide. I know that I am a better manager now after reading Annarsquo;s book.3 of 4 people found the following review helpful. Must Read to Get Ahead!By djahileeI came across Anna's book and didn't feel like it was the right time to read it. I'm

starting a new job and am not leading men in my new job. But as I was reading it: I realized that the book is laid out in a way that teaches you how to handle men and different scenarios! Things that I must learn going into my new role and things I must know to get promoted!!! There is no right wrong time to read the book. It's definitely something you will be taking with you going forward!The book is very well written and I truly enjoyed the sections where Anna let's you know what to take notes on and the questions she poses so that you can reflect on your past experience.3 of 3 people found the following review helpful. Good, practical advice but mixed messagesBy Rachel BerryhillThis book explains what you might expect--differences in male and female communication styles, using humor, having friendly competition in the workplace, not being the "office mom", etc. What bothers me is that Anna Runyan talks about the need for women to be competent, smart, and professional in the workplace, (the words "professional woman" is in the title) yet brands herself as a "girl". She says "refrain from using the term 'boy' when referring to men. No man likes to be called a boy because it makes him look less masculine." Women are much more likely to be called girl than a man is to be called boy anyway. So you can see my confusion here, why the word "girl" is the author's persona. No adult female should be referred to as a girl or refer to herself as a girl, and she's giving mixed messages here. There's no problem at all with women participating in office sports talk or in more traditionally male dominated pursuits, but we as women need to be cautious about bending to their hobbies and interests (if they don't particularly interest us), if the males aren't willing to take interest in what we enjoy (maybe they see something we liked on Pinterest and comment). She made the example of "fantasy football" as a friendly office competition--well if we are encouraging female participation in that, can't we also encourage both genders to participate in a holiday cookie contest or something? It goes both ways--have some office activities that are more traditionally male AND ones that are more traditionally female. In general though, this book does help females avoid communication pitfalls and more successfully manage men.

Leading career coach Anna Runyan, founder of ClassyCareerGirl.com and Professor of Career Development at DeVry University, shares with you her secrets to leadership success, gleaned from her years of management experience in a male dominated field. Her career advice has been featured in Yahoo Finance and People StyleWatch magazine, and her site has recently made the Forbes "Top 100 Websites for Your Career" list. Let Anna show you how to utilize the unique strengths you have right now, and instill in you the confidence to be the best leader at work tomorrow. If you've ever thought that men can seem difficult to figure out, let alone manage, then this guide is for you. Through step-by-step exercises and practical techniques, Anna will demonstrate the most effective ways to communicate with and manage your male employees. This straight-talking guide will take you through exercises to help conquer the perfectionism that undermines so many of our careers. You'll learn to assert and promote yourself, and to coach your team to be successful in their own careers, establishing their trust along the way. Finally, you'll learn what not to do when managing men and how to expertly handle management situations you might have floundered in.

About the AuthorFrom the Foreword: "If you want to lead big, you have to know how to lead men and that ain't easy. Good thing you found this book. Because in these pages you will learn how to earn respect by focusing on what matters, leveraging your strengths, and being professional without being a robot in heels. You also have the benefit of a guide as sharp as Anna. Indeed, as we watch the number of women leaders slowly but steadily rise and stand on remarkable platforms of accomplishment in business, we owe a collective hat tip to women like her and books like this." Emily Bennington, Founder of Awake Exechange; Conscious Career Design, Author of Who Says It's a Man's World: The Girls' Guide to Corporate Domination "The Professional Woman's Guide to Managing Men provides great insight into how women can leverage their strengths to be impactful managers and leaders. Anna's ability to share her experience as a professional and a coach makes this book relevant, realistic and authentic. This book is a great resource for any professional who is interested in developing the diverse talent on their team." Angie Morgan, Former Marine Corps officer and Author of Leading from the Front "If you're a woman on the rise professionally, you're destined to have the challenge of managing men. And, you're also going to need this book. Anna Runyan skillfully teaches you the DOs and DONTs of managing men, with an emphasis on succeeding personally while helping the men around you thrive. The Professional Woman's Guide to Managing Men offers you a win-win formula." Ora Shtull, Executive Coach and Author of The Glass Elevator: A Guide to Leadership Presence for Women on the Rise Anna Runyan Anna Runyan has successfully worked in a male-dominated field for seven years as a Government Consultant at Booz Allen Hamilton. She is a Career Coach and Founder of one of the top career development blogs, ClassyCareerGirl.com, which recently made the Forbes "Top 100 Websites For Your Career" list. She is also Professor of Career Development and Management at DeVry University and her career advice has been featured in Forbes, Yahoo! Finance, and People StyleWatch magazine. Anna lives with her husband, John, in San Diego. Get more career advice and inspiration from Anna Runyan at ClassyCareerGirl.com and follow her on Twitter @classycareer.