Are you IN or are you OUT?

Introversion and Extroversion

[In the Workplace]

* Our personality traits affect how we deal with others

Low Extroversion from the Big 5 Factors

- Introverts like people but they need alone time and inward stimulation to recharge.
- It's all in the way we recharge our batteries.

High Extroversion

- Extroverts like people too and they get energy from interacting with others.

How it affects the workplace

- Think to talk
- Go deep
- Energize alone
- Inner directed
- Need concentration
- Focus on thoughts

- Talk to think
- Go wide
- Energize with others
- Outer directed
- Need diversion
- Focus on people

Working with the other

- Introverts: They need time and thinking space before responding. Give them information in advance if possible.
- Extroverts: They process verbally so their first idea may not be the conclusion. Let them process out loud if possible.

Tips!

- Introverts: Don't feel pressured to answer on the spot. Don't sign up for too much, you'll get drained. Schedule small cushions of time to recharge. To network choose structured events like training and classes. Try not to latch onto one person for safety.
- Extroverts: Volunteer for social committees when you can and do what you are best at. Even when busy don't forsake the things that recharge you. Keep socializing!

Both:

- To aid brainstorming, give time to write down ideas or give topic in advance.
- Elevator pitches are great for both: Introverts feel prepared, and extroverts stay focused.

* Treat others the way they want to be treated, not how you want to be treated.

Read: Networking for People Who Hate Networking by Devora Zack