

Personal User Manuals

One of Alkhemy's recommended tools for engagement
success!



Conditions I excel working in

Positive cultures, I really enjoy working with supportive colleagues.

I like working from home when I have training to write, or a paper to write, or a full day of video calls to make.

If I'm in the office I like a little conversation but respect it if people need quiet

The times/hours I like to work/volunteer

I like to start work early in the morning and would preferably finish early.

I have childcare arrangements so it's unlikely I can regularly attend long evening events. But don't be surprised if you see me sending emails in the evening/ weekend after my daughter has gone to bed, I work flexibly.

The best ways to communicate with me

Depends really. If you want to work through a problem or dilemma with me its best to pick up the phone, have a video call or chat in person.

Happy to IM on Whatsapp, Slack or Google suite. Particularly on when my brains not needed too much!

The way I like to receive feedback

As soon as possible, usually in person, giving me the opportunity to talk through anything, ask questions, seek clarifications, etc.

Constructive criticism can come at any time, but do prefer face-to-face with context.

Things I need to be my best self

Cups of tea, but not too much as I have high blood pressure!

Time to reflect, I can often think quickly at times when it is needed but if I can I prefer to have some reflection time.

Things I struggle with...

Toxicity, not big on blame culture or overly negative people. I can discuss difficult things but I struggle if you are continually negative and suck joy from my life!

Unclear communications and long conversations/debates over IM or email

Things I love

Again, tea.. Ahem.. my family.. Lovely wife, daughter, doggie and cat.

Big fan of Marvel and DC, as well as many other fandoms. I don't know what I would do without Netflix and Disney+ (Is that sad?)

Love reading about self improvement, organisational culture and psychology

Other things to know...

I support Middlesbrough FC (not sure why like!?)

I am studying for a MBA Psychology at Wrexham Uni

I think I enjoy the cartoons my daughter watches more than she does

Always willing to pick up the phone and have a chat with anyone

Personal User Manuals

Help you understand the best ways to engage with people

Gives you a platform to learn more about each other and strengthen relationships

Allows boundaries to be communicated in safe way

Better communications and interaction with colleagues

Is inclusive of different styles, ideas and personality types

Offers a platform to discuss a lack of engagement / low activity

Encourages people to talk about wellbeing in a positive way

Can help manage expectations of you and others

Gives people a sense of agency and empowerment in how they work and evens the playing field between management and your wider team.

Work can be collaborative and not just on one person's terms

