

# [Breaking through the glass ceiling](https://assignbuster.com/breaking-through-the-glass-ceiling/)

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One has to think beyond the workload ahead and what he/she has specialized in. Be open-minded and seek knowledge on what you need to advance on. Stay current and be informed at all times by reading books and newspapers relevant to your requirements.   
Take an initiative: Be willing to take charge and never wait to be told what to do. Figure out what it takes to rise to the top and make it happen.   
Seek sponsors and mentors: Mentors should always be able to couch or train you in areas of difficulty or less knowledge by just following their footsteps. They do not necessarily have to be people at high management levels. Those at the top may not have time for you. Sponsors are top or senior level persons or leaders who can make decisions in an organization. They must be willing to advocate for you.   
Be a risk-taker: Adjust your attitude towards failure and never get scared. Keep venturing into several opportunities to improve your knowledge and experience. Have confidence and take time for personal networking for back up incase of a stumble.   
Develop emotional intelligence: You must bear self-awareness and learn to listen before you react. “ Seek first to understand and then to be understood – Stephen Covey”. Ethics and your code of conduct mean a lot to the people that surround you. People always want to work with someone who has integrity, caring and respectful.