



**Getting Along with People at Work**  
as presented by Mary Lowman  
The Christian Working Woman Summer Session I  
June 18-22, 2018

Day 1 - Monday, June 18, 2018

*If it is possible, as far as it depends on you, live at peace with everyone. (Romans 12:18)*

Since we can't change others, only ourselves, we will look at two important biblical principles that should govern our behavior and attitude toward the people we deal with on our jobs.

**Principle #1 - Put Others First**

*Do nothing out of selfish ambition or vain conceit, but in humility consider others better than yourselves. Each of you should look not only to your own interests, but also to the interests of others. (Philippians 2:3-4)*

Paul defined this Christ-attitude in verses 6 - 8 of Philippians 2. It is:

- a humble attitude
- an unselfish attitude
- a servant attitude
- an attitude of obedience to God
- a willingness to do more than is required

“Putting others first” will look different in different situations. But you can always come back to this description of the Jesus attitude and see if your attitude is like his. If so, then you are putting others first.

**Not “put yourself down”**

It's important to understand that “put others first” does not mean “put yourself down.” In fact, when we truly put others first, we discover an unexpected boomerang of joy and personal fulfillment.

**“How to” put others first**

The Apostle said we are to *consider* others better than ourselves, *esteem* them to be so. That is a mind attitude, not an emotional feeling. That is a choice you and I can make at any time in any relationship.



## **It begins with prayer.**

This has to be a God-thing or it will never be a reality.

## **Personal “Performance Review”**

### True or False

- \_\_\_\_\_ I get upset easily when someone interrupts my schedule or interferes with my plans.
- \_\_\_\_\_ I am very protective of my space and time and resent people who invade them unnecessarily.
- \_\_\_\_\_ When other people are talking to me about themselves, I can easily tune them out.
- \_\_\_\_\_ I become irritated with people who tell me details about their lives that I don't need or want to know.
- \_\_\_\_\_ I consider my time very valuable and work hard not to let anyone waste my time.
- \_\_\_\_\_ In most of my conversations, I do more talking than listening.
- \_\_\_\_\_ I'm very focused on getting the job done and have little patience with people who are not project oriented.
- \_\_\_\_\_ I feel that many people spend their lives in shallow pursuits, and what they have to say is usually trivial.
- \_\_\_\_\_ I usually have a very good reason for not giving people the time or attention they seem to want.
- \_\_\_\_\_ It seems to me that too many people just don't have anything important to do, and I can't afford to let them waste my time because I have lots of important things to do!



## **A Plan for Putting Others First**

Who is the most difficult person you encounter on your job?

If you are ready to obey Jesus by putting this person's welfare ahead of your own, what are some things you can do to have the same attitude that Jesus had?

- A humble attitude – What could you do for this person that would puncture your pride and cause you to humble yourself?
- An unselfish attitude – What could you do for this person which you don't necessarily want to do, but would bring a benefit to him or her?
- A servant attitude – Is there some "lowly" thing you could do for this person that you might even consider beneath you?
- An attitude of obedience to God – Are you willing to pray a Christ-attitude into your heart out of obedience to the Lord God?
- A willingness to do more than you have to do – What could you do for this person that would exceed his/her expectations or demands?
- Become intentional about putting others first.

## **Principle #2 - Learn to Listen**

*Everyone should be quick to listen, slow to speak and slow to become angry.  
(James 1:19b)*

*When words are many, sin is not absent, but he who holds his tongue is wise.  
(Proverbs 10:19)*

*He who answers before listening - that is his folly and his shame.  
(Proverbs 18:13)*



**Bad Listening Habit #1:**

Thinking of what you're going to say instead of listening.

You break this bad habit by

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**Bad Listening Habit #2:**

Mind wanders easily and you think about other things instead of listening.

You break this bad habit by

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**Bad Listening Habit #3:**

Interrupt others too often or complete their sentences for them instead of listening.

You break this bad habit by

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**Bad Listening Habit #4:**

Doing other things when someone is talking to you and becoming distracted instead of listening.

You break this bad habit by

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**Bad Listening Habit #5:**

Correcting people when they talk to you.

You break this bad habit by

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### **Bad Listening Habit #6:**

Allowing your prejudices to influence what you hear and make judgments while listening to people.

You break this bad habit by

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### **Bad Listening Habit #7:**

Selectively listening, hearing what interests or pleases you, screening out what you consider unimportant or unpleasant.

You break these bad habit by

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### **Personal “Performance Review”**

Note which of these bad listening habits you recognize in your own life:

- I am often thinking of what I am going to say instead of listening.
- My mind wanders easily and I think about other things instead of listening.
- I tend to interrupt people too often instead of listening.
- I often complete other people’s sentences for them instead of listening.
- I do other things when someone is talking to me and become distracted instead of listening.
- I’m always correcting people when they talk to me.
- I allow my prejudices to influence what I hear and I make judgments while listening.
- I am a selective listener, hearing what interests or pleases me, and screening out what I consider unimportant or unpleasant.



Choose the top one or two that you feel need immediate attention. Then match a remedy (or create one of your own) that would help you to replace the bad listening habit with a good one.

My worst bad listening habits are:

Potential Remedies

1. \_\_\_\_\_

\_\_\_\_\_

2. \_\_\_\_\_

\_\_\_\_\_

Suggested Remedies:

- Pray every day that God will make you more aware of this bad habit and help you to change.
- Look the other person in the eye while they are talking to you and think: "Listen!"
- Takes notes while listening.
- Ask a couple of people to remind you when you interrupt or finish their sentences.
- Ask a trusted friend to evaluate your listening skills.
- Stop doing other things when you're supposed to be listening.
- Determine to listen even when you don't want to hear what is being said.
- Recognize and eliminate your prejudicial attitudes that keep you from really hearing certain people.
- Determine not to correct someone unless it is absolutely necessary.
- Paraphrase back what the other person says to you.