

# 10 Golden Rules for Manager (and their teams)



## 1. Batteries must be reloaded

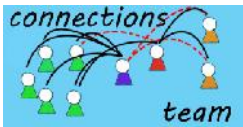
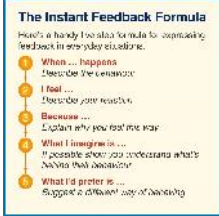
Even though it may seem that there is no time at all to relax, try to do so this weekend! Try to get one night of good sleep if you can ...

## FEEDBACK



## 2. Feedback is good – if done well and at the right time

Remember Daphne: The main idea is to avoid as much as possible blaming others or pointing at mistakes (“you should’ve”), but share with the other why it bothers you and what needs to be solved and come up with a solution. ‘we evaluate after’ is in busy times a good escape as well ;-)



## 3. Don't swallow your fears and worries – share them!

Your colleagues are there to help you! If you keep your worries to yourself you cannot be helped. If you have a worry or feel that a task is too difficult for you, please share this with one or several of the other managers. They may have an idea of how to solve the issue.

## 4. Don't cry over spilled beans – look for solutions,

Don't look for the reasons for a problem, or whose fault it might be, work on possibilities of how to solve the problems/challenges.



## 5. Keep meetings short and focus on main issues

## 6. Delegate– and prepare delegation

Remember you will have a growing team, and they will need instructions, information and tasks. You need to prepare for this early enough. With every task ask: Am I the only one who can do it? If not – delegate!



## 7. You must experience the Opening Ceremony! And also the Anniversary Concert on August 3rd

There is no excuse! Anything to be done then can be done by others.



## 8. Take care of your team – and of yourself!

Stressed people need breaks, sugar (chocolate, biscuits), coffee, and vitamins



## 9. Listen to your body – and to your boss and colleagues

There may be a point when you need to hand your phone to a colleague and take a nap for an hour or two – listen to others if they recommend this...



## 10. Have some fun

Listen to some concerts  
Join one of the Open Singings  
If time allows and there are free places....

**YOU are the ones who prepared this festival for a loooong time  
You must also see some of it!**