# Coaching Tip: Success Comes From Balancing Your Soft and Hard Skills

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***"The softest things in the world overcome the hardest things in the world***."-Lao Tzu Let me define the terminology of soft and hard skills: **Soft Skills**- are related to personality, attitude and behavior. These skills assist in managing, communicating, problem solving, negotiating, and decision making. **Hard Skills**-are related to technical abilities and knowledge of one's field of work.  These skills assist in one's effectiveness in the organization. It is important to note that neither type of skill is specific to either gender.  The balance of both skills help one to reach success in the organization.  One must have the knowledge base and technical skills to present one's ideas.  It is also very necessary to be able to communicate and develop relationships using emotional intelligence. (Daniel Goleman-<http://www.youtube.com/watch?v=twJLI2C6R-Y>) Hard skills are necessary for professional survival.  Soft skills enhance the ability to be successful in your career. Activity:

* Step back and assess your hard skill set
* Do the same with your soft skill set
* What are you stronger in?
* Where must you concentrate efforts on better balance?

Once more aware of your imbalance and areas in need of improvement, what can you do about it?

## ANSWER: Here is a perfect reason to check out "Why Coaching?" ([http://uniquepathways.com/why-coaching/](http://uniquepathways.websitehabitat.com/work-with-me/))

## Email me at: [isabel@uniquepathways.com](mailto:isabel@uniquepathways.com)

Ask a few questions or set up a free  20 minute coaching consult.  I would be happy to get you to consider what you can do to gain balance and be successful in your career or life situations.