REDISCOVER · RETURN · RISE

PATH 03 · FREE GUIDE

The Rise Guide

Advocate. Connect. Believe.

Practical tools to help you get seen and move up: track your wins, ask for what you want, find mentors and sponsors, and borrow belief until it's your own.

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A NOTE FROM HEATHER

You’re capable of more than you think.

I rebuilt my career from the ground up as a single mom of five, and went on to become a marketing leader, global speaker and board director. Along the way I learned that hard work alone doesn’t get you noticed. You also have to speak up for yourself, build relationships with people who can open doors and believe you belong in the room.

That last part is the hardest. Sometimes other people can see more in us than we can see in ourselves. When that happens, borrow their belief. Lean on it until it becomes your own.

This guide gives you simple tools to do all three: advocate, connect and believe.

How to use this guide: Start your wins tracker today and keep it going. Then work through one page each week.

Heather

Heather Nemelka, founder of Elavare

Your wins tracker

You can't ask for more if you can't remember what you've done. Write down your wins as they happen: results, problems solved, praise you received. This becomes your evidence when you ask for a raise, a promotion or a new opportunity.

DATE	WHAT I DID	THE RESULT	WHO NOTICED

> *Make it a habit: every Friday, add one win. Small ones count.*

How to ask for what you want

Asking gets easier with a plan. Schedule the conversation, bring your wins and be clear about what you want.

A simple script

> *"I'd like to talk about my growth here. Over the past [time], I've [two or three results from your wins tracker]. I'm ready to take on [the role, responsibility or raise you want]. What would it take to get there, and how can you help me?"*

My version

Before the conversation

- [ ] Pick three wins with clear results
- [ ] Know exactly what you're asking for
- [ ] Practice out loud at least twice

After the conversation

- [ ] Send a short thank-you email that recaps what you agreed on
- [ ] Put a follow-up date on your calendar

STEP 3 · CONNECT

Mentors and sponsors

A mentor talks with you.
Shares advice, perspective and experience. Helps you grow.

A sponsor talks about you.
Uses their influence for you, often when you're not in the room.

Map your corner

	PEOPLE I HAVE	PEOPLE I WANT
Mentors		
Sponsors		
Peers who cheer me on		

How to ask a mentor

Keep the first ask small and specific: "I admire how you've grown your career. Could I ask you three questions over a 20-minute coffee?"

How to earn a sponsor

- [ ] Do great work, and make sure leaders can see it
- [ ] Tell people above you what you want next
- [ ] Make it easy for them to recommend you with clear wins

Borrow someone's belief

When you can't see your own potential yet, borrow the belief of people who can. Ask three people who know you well this question, and write down their exact words:

> *"What do you see in me that I might not see in myself?"*

Person 1	Person 2	Person 3

Keep their words where you'll see them. Read them when doubt shows up.

If I fully believed what they see, what would I do this week?

WHAT'S NEXT

Keep going. Help is here.

Rising takes steady habits. Keep your wins tracker going, check in with your mentors and keep borrowing belief until it's your own.

Small steps add up. Come back to this guide whenever you need a reminder of who you are and where you're going.

FIND YOUR PATH

Take the free 3-minute assessment to see whether Rediscover, Return or Rise fits you best.
elavare.com/start

TALK WITH HEATHER

Book a complimentary coaching call, or a 60-minute career coaching call to build your plan.
elavare.com/coaching

KEEP LEARNING

Free guides, videos, articles and AI prompts in the resource library.
elavare.com/resources

Questions? Email **info@elavare.com**. We read every message.