

Saying the Hard Thing Kindly

Take something true you need to say and find a way to say it without a sting.

WHEN TO USE THIS

Use this when you have something to say and do not want it to come out sharp.

Write it the way it sounds in your head, sharp edges and all.

Now write it again, saying what you want instead of what they did wrong.

Before you say it, check:

- ☐ Is this the right time?
- ☐ Am I saying it to help or to win?
- ☐ Is it about one thing, not everything?
- ☐ Would I want it said to me this way?
- ☐ Am I calm enough right now?
- ☐ Do I know what I want to happen?

What are you hoping happens after you say it?

Kind and honest are not opposites. A second draft usually gets you both.