9 Types of invisible work

women

leaders do

What it looks like, and how to talk about it so it counts.



1 Smoothing tension before it spreads

Example

Calmed a turf war before it stalled a launch.

What to do

Document it: You stopped 3 team blowups before they started.



2 Coaching without a title

Example

Helped a teammate prep for their first big pitch.

What to do

Block time for it, and call it Talent Development.



Reading the room, and redirecting

Example

Shifted a meeting from tense to productive.

What to do

Say it: "Kept the group focused and moving forward."



4 Translating what leaders really mean

Example

Turned a vague vision into a clear next-step roadmap.

What to do

That's your superpower: making strategy practical.



5

Preventing problems before they happen

Example

Cleaned up a process error before it reached the client.

What to do

Track it. You reduce risk before anyone knows it's there.

Quiet fixes = big value.



6 Celebrating when no one else thinks to

Example

Remembered a teammate's work anniversary when no one else did.

What to do

Track it. These moments build loyalty and retention.



7 Covering the unspoken gaps

Example

Onboarded a new hire without being asked.

What to do

Name it: This is operational glue. Own the role.



Being the emotional safety net

Example

Talked someone out of quitting after a brutal review.

What to do

Name it: That's Psychological Safety. It saves people.



9

Holding space for other people's big moves

Example

Pushed a teammate to apply for a promotion.

What to do

Call it Succession Planning. It's your leadership legacy.



This isn't side work. It's leadership.

- → Track the people you grow
- → Document the risks you prevent
- → Count the people you help stay
- → Show the impact you deliver

This is the work that holds everything together. It's time you got the credit.



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Founder & CEO