

## 7 Ways to Develop as a Leader

### What is Leadership?

- Leadership is a process of whereby an individual influences a group of individuals to achieve a common goal

### Definition Breakdown

<b>Process</b>	<ul style="list-style-type: none"><li>• Implies that a leader affects and is affected by followers</li><li>• Leadership is an interactive event</li></ul>
<b>Influence</b>	<ul style="list-style-type: none"><li>• Leadership is concerned with how a leader affects followers and the communication that occurs between leaders and followers</li></ul>
<b>Groups</b>	<ul style="list-style-type: none"><li>• Leadership is not about one individual influencing a group of others to accomplish common goals</li></ul>
<b>Common Goals</b>	<ul style="list-style-type: none"><li>• Leaders direct energies toward individuals who are trying to achieve something together</li></ul>

### Six Bases of Power

<b>Referent</b>	Based on the followers' identification and liking the leader
<b>Expert</b>	Based on followers' perception of the leader's competence
<b>Legitimate</b>	Associated with having status or formal job authority
<b>Reward</b>	Comes from having the capacity to provide rewards to others
<b>Coercive</b>	Comes from having the capacity to penalize and or punish others
<b>Information</b>	Comes from having knowledge that others want and need

### **Two Kinds of Power**

#### Position:

The power a person gets from an office or rank in a formal organizational system

#### Personal:

The influence capacity a leader gets from being seen by followers as likeable and knowledgeable

## 1. Know Yourself

### Consider Yourself

- What kind of leader or person do I want to be
  - One who solves problems
  - One who helps people get along
- How do others see me as a leader?
- What are my goals, purposes, and expectations for this group and myself?

### Be Mindful Of Self

- Where are you at emotionally?
- What are triggers?
- How are your emotions affecting your decisions making an interaction?
- Do I need to step away?

### We Can Accomplish This By... Setting Boundaries

What are boundaries?

- Physical, emotional, and mental limits we establish to protect ourselves from being manipulated, used, or violated.

Boundaries allow us:

- To separate who we are and what we think and feel, from the thoughts and feelings of others

## 2. Develop Your Communication

### How Important Is Communication For Leaders?

Strong communication skills allow leaders to...

- Think with clarity
- Express ideas
- Share information with a variety of audiences
- They must learn to handle a rapid flow of information within an organization

### 3 Facts About Communication And Leadership

Authenticity counts

- Find your voice, quit using corporate speak or sound like someone that you are not

Visibility is a form of communication

- Find ways to interact with the stakeholders

Listening is a powerful skill

- Listening fosters trust respect, and openness

### 5 Tips To Communicate More Effectively

Communicate relentlessly

- Communicate information, thoughts, and ideas clearly and frequently

Simplify and be direct

- Say what you mean, be direct don't hide behind complexity

Listen and encourage input

- Encourage people to offer ideas and solutions before you give yours

Illustrate through stories

- When you tell good stories, you give life to a vision, goals, and objectives

Affirm with actions

- Your behavior and actions communicate a world of information be clear on the messages you send when you aren't speaking a word

### 3. Be Vulnerable

Authenticity is a collection of choices that we have to make every day. It's about the choice to show up and be real. The choice to be honest. The choice to let our true selves be seen.~ Brene Brown

#### Vulnerability Make Better Leaders...

- Decreases tensions
- Increases ideas and innovation
- Better communication
- Problems identified earlier
- Better teamwork and cooperation
- Fun workplace
- Emotional connection and less turnover

#### Strong Leaders...

- Have humility
- Ask for feedback
- Learn from your failure
- Admit when you are wrong

### 4. Keep Learning

Learning and studying how to be better will ensure that you are prepared when the time comes to lead

#### Great Leaders...

##### Ask yourself the following questions

- Where do you want to go?
- Where do you want to take the organization?
- Do I perform to the best of my abilities?
- Am I good example to the people I work with?
- Who am I here for?
- Am I appreciative of the people I work with?
- What are areas that I could grow to be a better leader?

##### Learn from your mistakes

- Learning from both successes and failure and always wanting to improve is an important trait in any leader

##### Seek Mentorship

- Great leaders are often bred by being a great follower

### 5. Be A Part Of The Team

Great leadership comes from those who see themselves as part of the team, who are willing to roll up their sleeves and do what it takes to support, help, guide, and mentor.

#### As Leaders We Need To...

##### Bond with your team

- It takes a leader who is willing to get in the trenches spending time working with the team to create a bond

##### Collaborate

- Good leaders not only provide guidance and support but are willing to pitch in and help.

##### Accept responsibility

- Leaders give credit for successes and take responsibility for their own shortcomings and failures

##### Have Fun

- They know that fun is an important part when people work hard

## 6. Show Authentic Gratitude

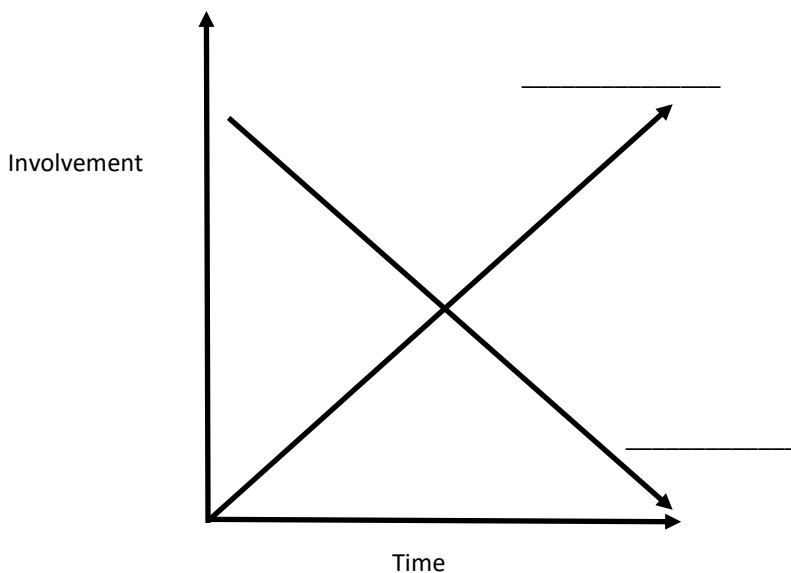
### Nine Ways To Demonstrate Gratitude

- Write A Note
- Give Credit
- Give Positive Feedback
- Tell The Boss
- Offer To Help
- Accept Constructive Criticism
- Put Your Co-workers First And Work Second
- Start A Tradition
- Say Thank You

## 7. Groom Your Successor

The growth and development of people is the highest calling of leadership.

### Leadership Transfer



### To Develop Leaders, We Need To...

- Learn to spot talent
- Recognize the gifts people have
- Invest in people
- Be a mentor not a preacher
- Stop Micromanaging

### Parting Thought

The challenge of leadership is to be strong, but not rude; be kind, but not weak; be bold, but not bully; be thoughtful, but not lazy; be humble, but not timid; be proud, but not arrogant; have humor, but without folly. ~Jim Rohn



Please hold your phone over the QR Code with the camera app to gain access to a training evaluation.

Any feedback would be greatly appreciated.