

# 7 Ways To Develop As A Leader

PRESENTED BY:

ROBERT JONES MSed

EMPLOYEE ASSISTANCE PROGRAM TRAINER





# Leadership Philosophy

- I tend to follow a post-industrial approach to leadership
- I believe that my role as a leader is to empower and develop followers not control them
- As a leader I do not have all the answers

# Training Objectives

- Consider what leadership is and how it can influence people
- Outline the difference between positional and relational leadership and how they can impact organizational cohesion, buy-in, and trust
- Examine seven things we can do to grow as leaders that can improve team culture

# Definition of Leadership?

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



# Definition Breakdown

## Process

- Implies that a leader affects and is affected by followers
- Leadership is an interactive event

## Influence

- Leadership is concerned with how a leader affects followers and the communication that occurs between leaders and followers

## Groups

- Leadership is about one individual influencing a group to accomplish common goals

## Common Goals

- Leaders' direct energies toward individuals who are trying to achieve something together

# Leadership and Power

## Six Bases of Power

Referent	<ul style="list-style-type: none"><li>Based on the followers' identification and liking the leader</li></ul>
Expert Power	<ul style="list-style-type: none"><li>Based on followers' perception of the leader's competence</li></ul>
Legitimate Power	<ul style="list-style-type: none"><li>Associated with having status or formal job authority</li></ul>
Reward Power	<ul style="list-style-type: none"><li>Comes from having the capacity to provide rewards to others</li></ul>
Coercive Power	<ul style="list-style-type: none"><li>Comes from having the capacity to penalize and or punish others</li></ul>
Information Power	<ul style="list-style-type: none"><li>Comes from having knowledge that others want and need</li></ul>



# 2 Kinds of Power

## Position

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

This includes

- Legitimate
- Reward
- Coercive
- Information

## Personal

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

This includes

- Referent
- Expert

# 1. Know Yourself

True leadership  
comes from  
inside





# 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?

# 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

Great leaders know how to talk to people and understand there are different communication styles to different personalities



# 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



# What Makes A Good Listener?

## Someone who

- Fully understand what others want to communicate
- They show curiosity
- Communicate to the speaker that they are listening



# 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

# Vulnerable Leaders...

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

## 4. Keep Learning

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



# Recognize That Leadership Is About Growth

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?*



# Great Leaders...

## **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

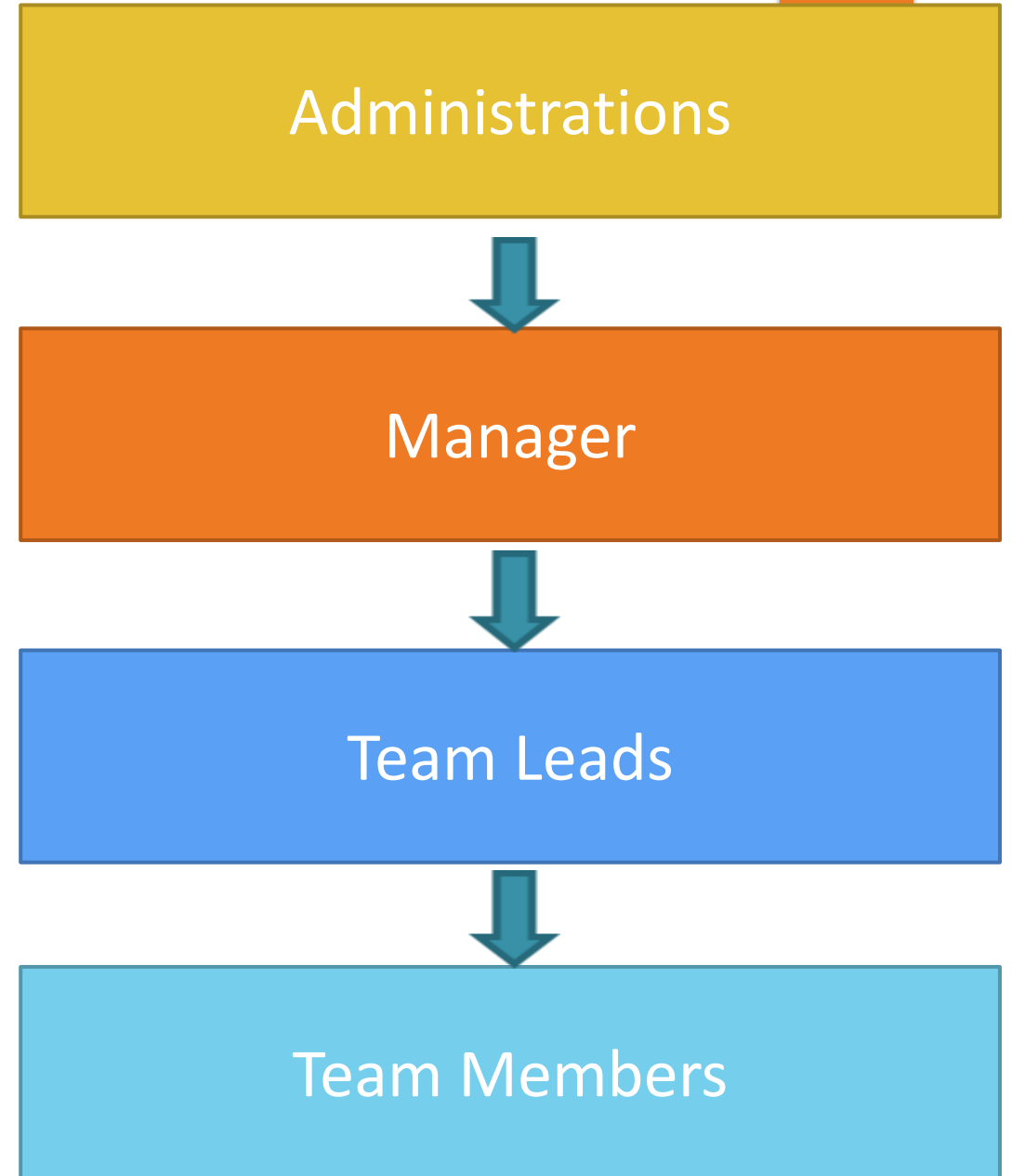
## 5. Be A Part Of The Team

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.

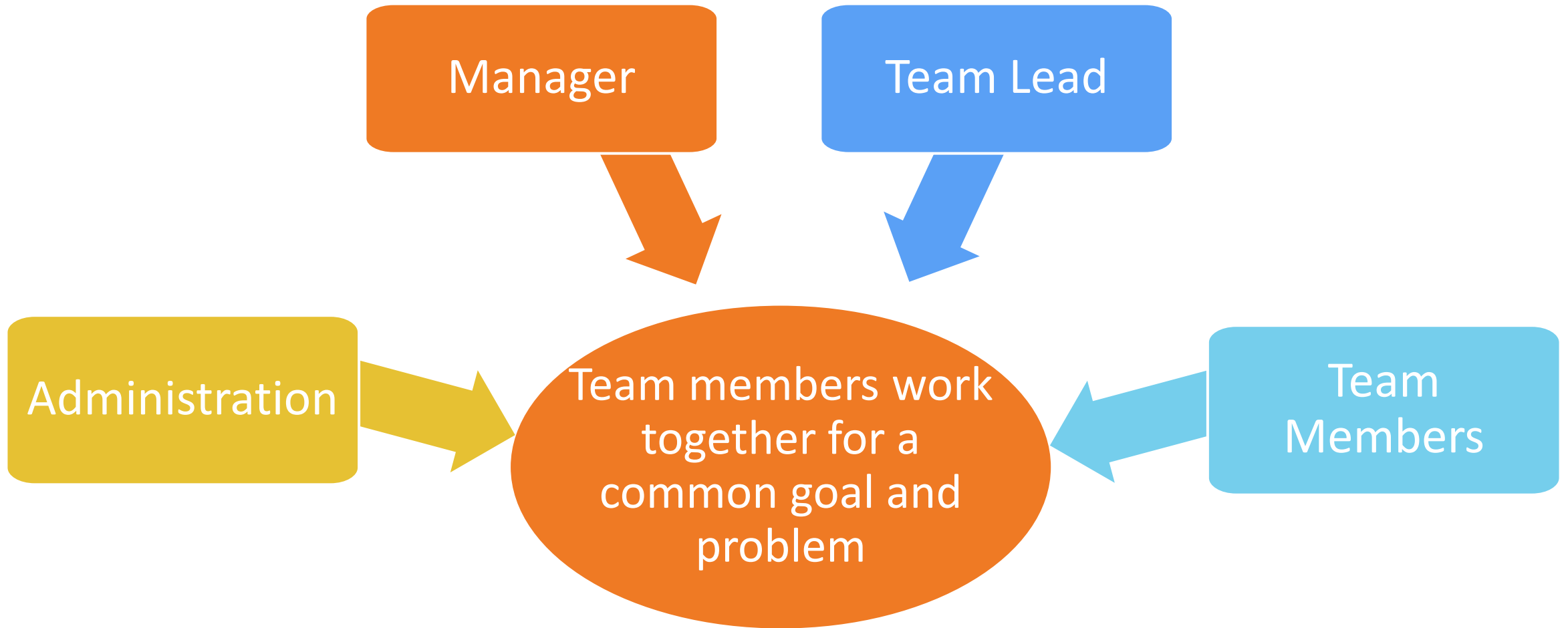


# A Team Can Have...

Top-Down Leadership



# Or a team can be... Relational



# 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**

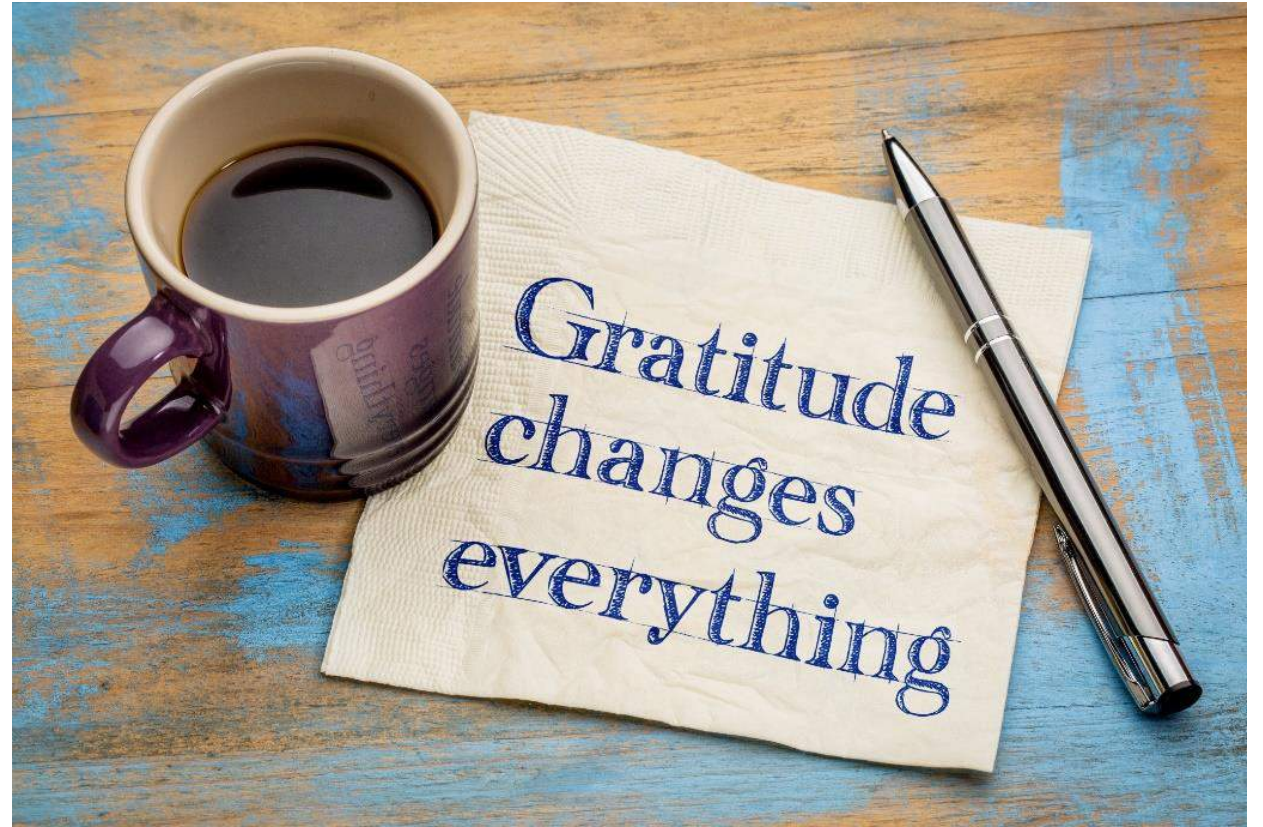
- They know that fun is an important part when people work hard

<https://www.lollydaskal.com/leadership/21-ways-to-be-a-better-leader/>

<https://www.villanovau.com/resources/leadership/top-10-be-a-better-leader/>

<https://www.villanovau.com/resources/leadership/top-10-be-a-better-leader/>

## 6. Show Authentic Gratitude





# Recognition

Companies with well-established employee recognition programs are

**12 times**



**20%**

of organization take full advantage of this benefit

# 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

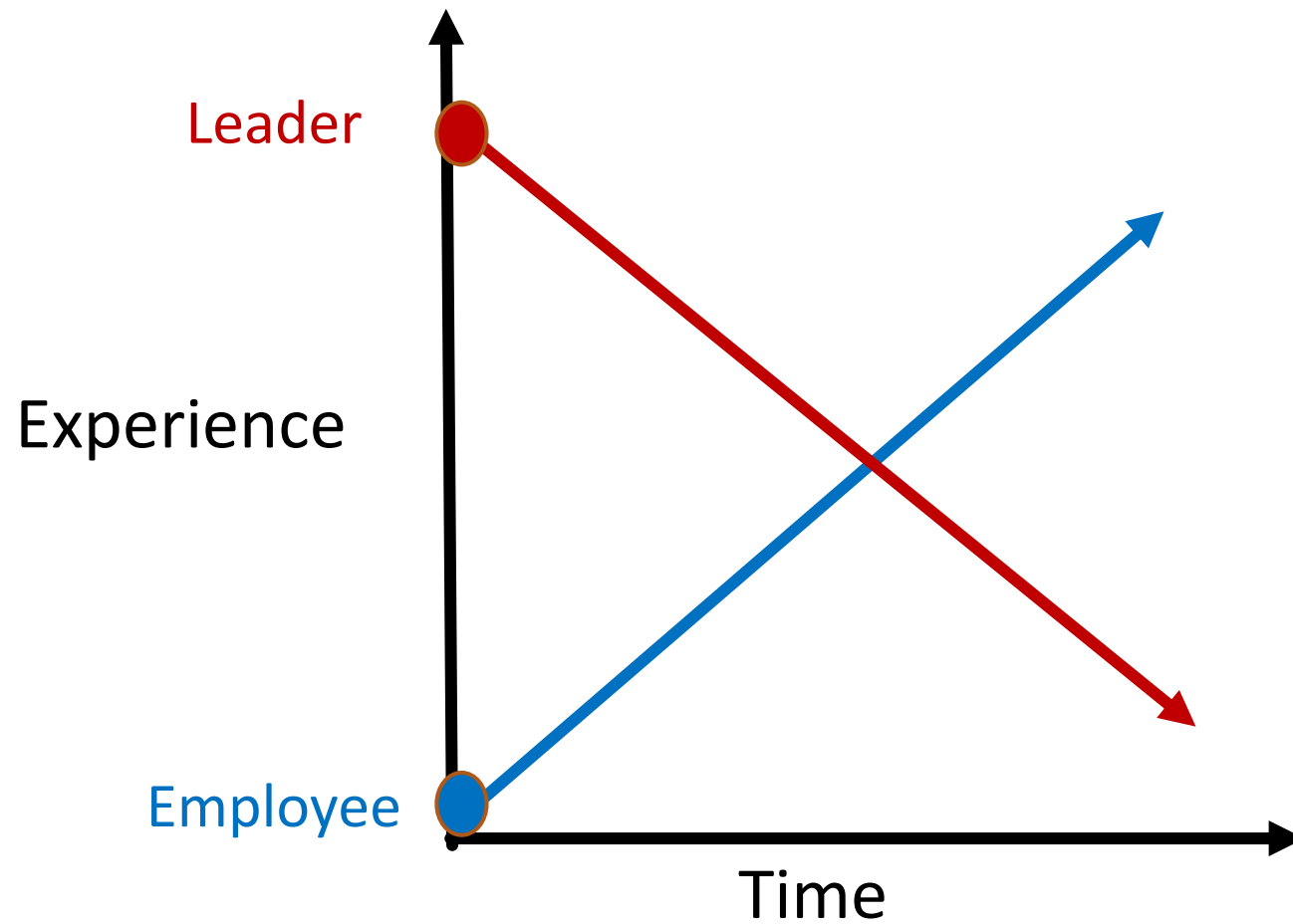
The growth and development of people is the highest calling of leadership.



# Grooming Is Vital

- Developing a new generation of leaders is essential to your organization success
- You cannot move up or move on if there is no one to take your place
- This happens by delegating and giving up control

# 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





# Strong Leaders...

- Know themselves
- Communicate effectively
- Are vulnerable
- Keep learning
- Are part of the team
- Are grateful
- Groom the future

Leaders are the ones who have the courage to go first, to put themselves at personal risk to open a path for others to follow.

— *Simon Sinek* —

<https://www.lollydaskal.com/leadership/21-ways-to-be-a-better-leader/>

<https://management30.com/blog/10-tips-to-becoming-a-better-leader/>

<https://www.villanovau.com/resources/leadership/top-10-be-a-better-leader/>

# Parting Thought

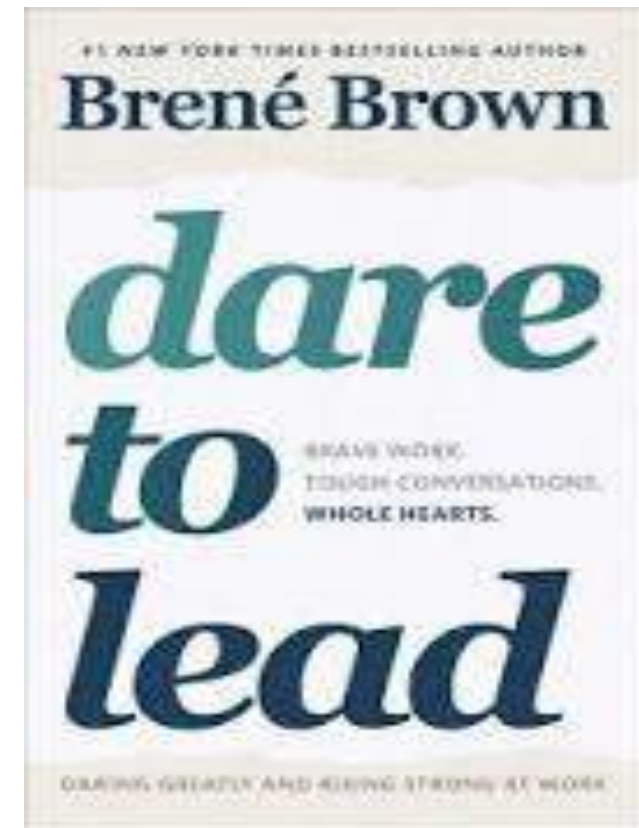
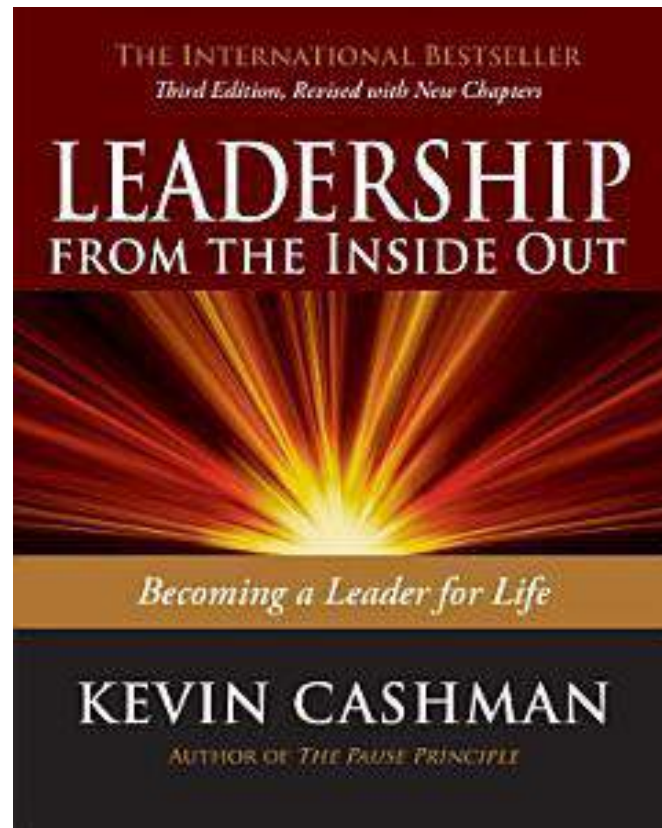
The challenge of leadership is to  
Be strong, but not rude;  
Be kind, but not weak;  
Be bold, but not bully;  
Be thoughtful, but not lazy;  
Be humble, but not timid;  
Be proud, but not arrogant;  
Have humor, but without folly.

~Jim Rohn



Questions

# Suggested Reading



# Time To Evaluate



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.

# Thank you

Are you interested in these future topics

THE  
BUSINESS *bite*



Lunchtime talks on topics that matter

MARCH 24  
DOMESTIC  
VIOLENCE  
AND THE  
WORKPLACE

THE  
BUSINESS *bite*



Lunchtime talks on topics that matter

APRIL 14  
EMPLOYEE  
BURNOUT  
& FATIGUE



Check out our webpage at

<https://www.thevillagefamily.org/events?page=1>