

STEPPING UP TO LEADERSHIP

By Val Williams

SLIDE 1

MADAM PRESIDENT AND MEMBERS, I AM DELIGHTED TO BE HERE TONIGHT.

WE ARE GOING TO TALK ABOUT “STEPPING UP TO LEADERSHIP.” SOMETHING I AM VERY PASSIONATE ABOUT.

SLIDE 2 GUIDANCE IS ANOTHER WORD FOR LEADERSHIP

DEFINITION

- THE ACTION OF LEADING A GROUP OF PEOPLE OR AN ORGANIZATION
- THE STATE OR POSITION OF BEING A LEADER
- THE INDIVIDUALS WHO ARE LEADERS IN AN ORGANIZATION, REGARDED COLLECTIVELY
- THE ACTIVITY OF LEADING A GROUP OF PEOPLE OR AN ORGANIZATION OR THE ABILITY TO DO THIS

SLIDE 3 THERE ARE 5 KEY ELEMENTS OF LEADERSHIP:

1. LEADERSHIP STEMS FROM SOCIAL INFLUENCE, NOT AUTHORITY OR POWER
2. LEADERSHIP REQUIRES OTHERS, AND THAT IMPLIES THEY DON'T NEED TO BE “DIRECT REPORTS”

3. NO MENTION OF PERSONALITY TRAITS, ATTRIBUTES, OR EVEN A TITLE; THERE ARE MANY STYLES, MANY PATHS, TO EFFECTIVE LEADERSHIP
4. IT INCLUDES A GOAL, NOT INFLUENCE WITH NO INTENDED OUTCOME
5. LEADERSHIP MAXIMIZES THE EFFORTS OF OTHERS

SLIDE 4 LEADERSHIP INVOLVES 4 THINGS:

1. ESTABLISHING A CLEAR VISION
2. SHARING THE VISION, SO THAT OTHERS WILL FOLLOW WILLINGLY
3. PROVIDING INFORMATION, KNOWLEDGE AND METHODS TO REALIZE THAT VISION
4. COORDINATING AND BALANCING CONFLICTING INTERESTS OF ALL MEMBERS

A LEADER STEPS UP IN TIMES OF CRISIS, AND IS ABLE TO THINK AND ACT CREATIVELY IN DIFFICULT SITUATIONS.

SLIDE 5 9 TRAITS DEFINING GREAT LEADERSHIP:

1. **AWARENESS**: LEADERS CONDUCT THEMSELVES IN A WAY THAT SETS THEM APART FROM OTHERS. IT IS NOT IN A WAY THAT MAKES THEM BETTER THAN OTHERS, BUT A WAY THAT PERMITS THEM TO RETAIN AN OBJECTIVE PERSPECTIVE ON THINGS GOING ON THE ORGANIZATION.
2. **DECISIVENESS**: ALL LEADERS MUST MAKE TOUGH DECISIONS, DIFFICULT AND TIMELY DECISIONS MUST BE MADE IN THE BEST INTEREST OF THE ORGANIZATION. THEY MIGHT BE WITH FIRMNESS, AUTHORITY AND FINALITY. THEY WILL NOT PLEASE EVERYONE. DON'T HESITATE IN THESE SITUATIONS, BUT THEY KNOW WHEN NOT TO ACT UNILATERALLY BUT INSTEAD FOSTER COLLABORATIVE DECISION-MAKING.

3. **EMPATHY**: GREAT LEADERS PRAISE IN PUBLIC AND ADDRESS PROBLEMS IN PRIVATE. THEY GUIDE THEIR ORGANIZATIONS THROUGH CHALLENGES.
4. **ACCOUNTABILITY**: GREAT LEADERS TAKE RESPONSIBILITY FOR EVERYONES PERFORMANCE INCLUDING THEIR OWN. WHEN THINGS GO WELL, THEY PRAISE; WHEN PROBLEMS ARISE, THEY IDENTIFY THEM QUICKLY AND SEEK SOLUTIONS.
5. **CONFIDENCE**: GREAT LEADERS ARE CONFIDENT AND IT IS CONTAGIOUS TO OTHERS.

6. **OPTIMISM**: THE VERY BEST LEADERS ARE A POSITIVE SOURCE OF ENERGY. THEY COMMUNICATE EASILY. THEY INSPIRE AND REASSURE; AVOID PERSONAL CRITICISM; LOOK FOR WAYS TO WORK TOGETHER EFFECTIVELY AND EFFICIENTLY.
7. **HONESTY**: STRONG LEADERS TREAT OTHERS THE WAY THEY WANT TO BE TREATED. THEY ARE EXTREMELY ETHICAL AND BELIEVE THAT HONESTY, EFFORT AND RELIABILITY FORM A FOUNDATION FOR SUCCESS. THERE ARE NO DOUBTS ABOUT THEIR INTEGRITY.
8. **FOCUS**: GREAT LEADERS PLAN AHEAD AND ARE SUPER ORGANIZED. THEY ESTABLISH STRATEGIES, PROCESSES AND ROUTINES TO ACHIEVE A HIGH PERFORMANCE FOR SUCCESS.
9. AND **INSPIRATION**: PUT IT ALL TOGETHER AND YOU HAVE A PICTURE OF A TRULY INSPIRED LEADER...THEY COMMUNICATE CLEARLY, CONCISELY AND THIS MOTIVATES EVERYONE TO GIVE IT THEIR ALL. THEY CHALLENGE MEMBERS BY SETTING HIGH ATTAINABLE GOALS.

SLIDE 6 BUILDING RELATIONSHIPS

- RELATIONSHIPS ARE THE MEANS TO ACHIEVING OUR GOALS
- NEED TO BUILD RELATIONSHIPS ONE – TO – ONE IF YOU WANT PEOPLE TO BECOME INVOLVED
- RELATIONSHIPS GIVE MEANING AND RICHNESS TO OUR LIVES
- APPROACH RELATIONSHIP BUILDING WITH INTEGRITY AND TRUST

MYRA AXNER SAYS:

“RELATIONSHIPS ARE BUILDING BLOCKS FOR ALL ORGANIZATIONS”.

SLIDE 7 STEPS TO BUILDING RELATIONSHIPS

1. BUILD RELATIONSHIPS ONE AT A TIME
2. BE FRIENDLY AND MAKE A CONNECTION
3. ASK PEOPLE QUESTIONS
4. TELL PEOPLE ABOUT YOURSELF
5. GO PLACES AND DO THINGS
6. ACCEPT PEOPLE THE WAY THEY ARE
7. ASSUME OTHER PEOPLE WANT TO FORM RELATIONSHIPS
8. OVERCOME YOUR FEAR OF REJECTION
9. BE PERSISTENT
10. INVITE PEOPLE TO GET INVOLVED
11. ENJOY PEOPLE.

SLIDE 8 EMOTIONAL INTELLIGENCE (EI) IN LEADERSHIP

IS THE ABILITY TO UNDERSTAND AND MANAGE YOUR OWN EMOTIONS, AND THOSE OF THE PEOPLE AROUND YOU.

THERE ARE 5 ELEMENTS OF EI:

1. SELF-AWARENESS: MEANS THAT YOU HAVE A CLEAR PICTURE OF YOUR STRENGTHS AND WEAKNESSES AND BEHAVE WITH HUMILITY.
2. SELF-REGULATION: IS ALL ABOUT STAYING IN CONTROL
3. MOTIVATION: YOU MUST WORK CONSISTENTLY TOWARDS THE GOALS SET AND HAVE EXTREMELY HIGH STANDARDS FOR THE QUALITY OF YOUR WORK.
4. EMPATHY: LEADERS HAVE THE ABILITY TO PUT THEMSELVES IN SOMEONE ELSE'S SITUATION.
5. SOCIAL SKILLS: GREAT LEADERS ARE OPEN TO HEARING BAD OR GOOD NEWS AND THEY'RE EXPERT AT GETTING THEIR TEAM TO SUPPORT THEM.

TO BE EFFECTIVE, LEADERS MUST HAVE A SOLID UNDERSTANDING OF HOW THEIR EMOTIONS AND ACTIONS AFFECT THE PEOPLE AROUND THEM.

SLIDE 9 LEADING THROUGH CHANGE

CHANGE INITIATIVES SUCCEED ONLY ABOUT 54% OF THE TIME. SOME OF THE REASONS CHANGE FAILS ARE:

- YOU CAN HAVE CHANGE FATIGUE,
- A LOSS OF FAITH IN THE CHANGE,
- NOT ENOUGH INPUT FROM THE MEMBERS
- THE PERSON LEADING THE CHANGE DOESN'T OWN IT.

ILAN MOCHARI SAYS:

“WE ALL KNOW MANAGING CHANGE IS NEVER EASY, BUT YOU CAN DO A BETTER JOB OF LEADING DURING TRANSITIONS BY TAPPING THE STRENGTHS OF THE EXISTING CULTURE”.

SLIDE 10 5 STEPS FOR LEADING THROUGH CHANGE:

1. GIVE DIRECTION
2. PROVIDE PROTECTION
3. CLARIFY ROLES
4. MANAGE CONFLICT
5. SHAPE THE NORM

BRENT GLEESON SAID, “GREAT LEADERS THAT GUIDE AN ORGANIZATION THROUGH NECESSARY CHANGES DON’T DO IT ALL BY THEMSELVES. THEY BRING ALL TEAM MEMBERS TOGETHER AND LEVERAGE THEIR TALENT POOL IN A COLLABORATIVE MANNER. THIS CREATES BUY-IN AT ALL LEVELS WHICH IS CRITICAL.”

SLIDE 11 DEVELOPING LEADERS A FIVE STEP PROCESS:

- MODEL
- MENTOR
- MONITOR
- MOTIVATE
- MULTIPLY

THESE ARE CRITICAL TO DEVELOPING A LEADER. ONCE DONE, YOU WILL HAVE KNOWLEDGEABLE LEADERS THAT TEACH EACH OTHER AND INNOVATE THE PROCESS WHILE DOING SO.

SLIDE 12 NINE QUALITIES THAT GREAT LEADERS HAVE:

CREATIVITY

ENTHUSIASM

AMBITION

VISION

MANAGEMENT

INTEGRITY

STRATEGY

ENERGY

MOTIVATION

WHEN YOU POSSESS THESE NINE QUALITIES YOU WILL BE A GREAT LEADER.

SLIDE 13

TOM PETERS OBSERVED THAT THE BEST LEADERS DON'T CREATE FOLLOWERS; THEY CREATE MORE LEADERS.

GREAT LEADERS MAKE MORE LEADERS! YEA!!!

YOU ALL MADE IT TO THE TOP OF THE STAIRS AND YOU HAVE MORE LEADERS FOLLOWING YOU. CONGRATULATIONS. ARE YOU ALL READY TO STEP UP TO LEADERSHIP?

SLIDES 14 AND 15

BIBLIOGRAPHY.

ALL OF THE INFORMATION I HAVE GIVEN YOU TODAY COMES FROM THE INTERNET.

DO YOU HAVE ANY QUESTIONS OR COMMENTS FOR ME?

SLIDE 16 THANK YOU!