

Leadership/Communication

By
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I'm Excited

- I'm excited for you
- I'm excited for your organization
- I'm excited for your families

Leadership: Work, Home, Organizations & Yourself

Agenda

- Introduction
- What is Leadership?
- How do leaders facilitate change?
- Four questions if you want to be a leader?
- Do you have the potential to be a leader?
- Seven leadership traps?
- Closing



What Others Look For

Character – Intention to do the right thing

Competence – Ability to do the right thing

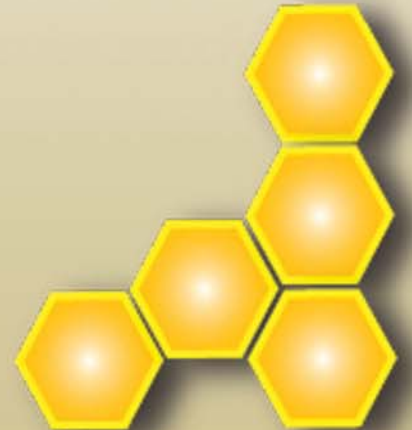
Influence – Ability to deliver the right thing

Leadership vs. Mentorship

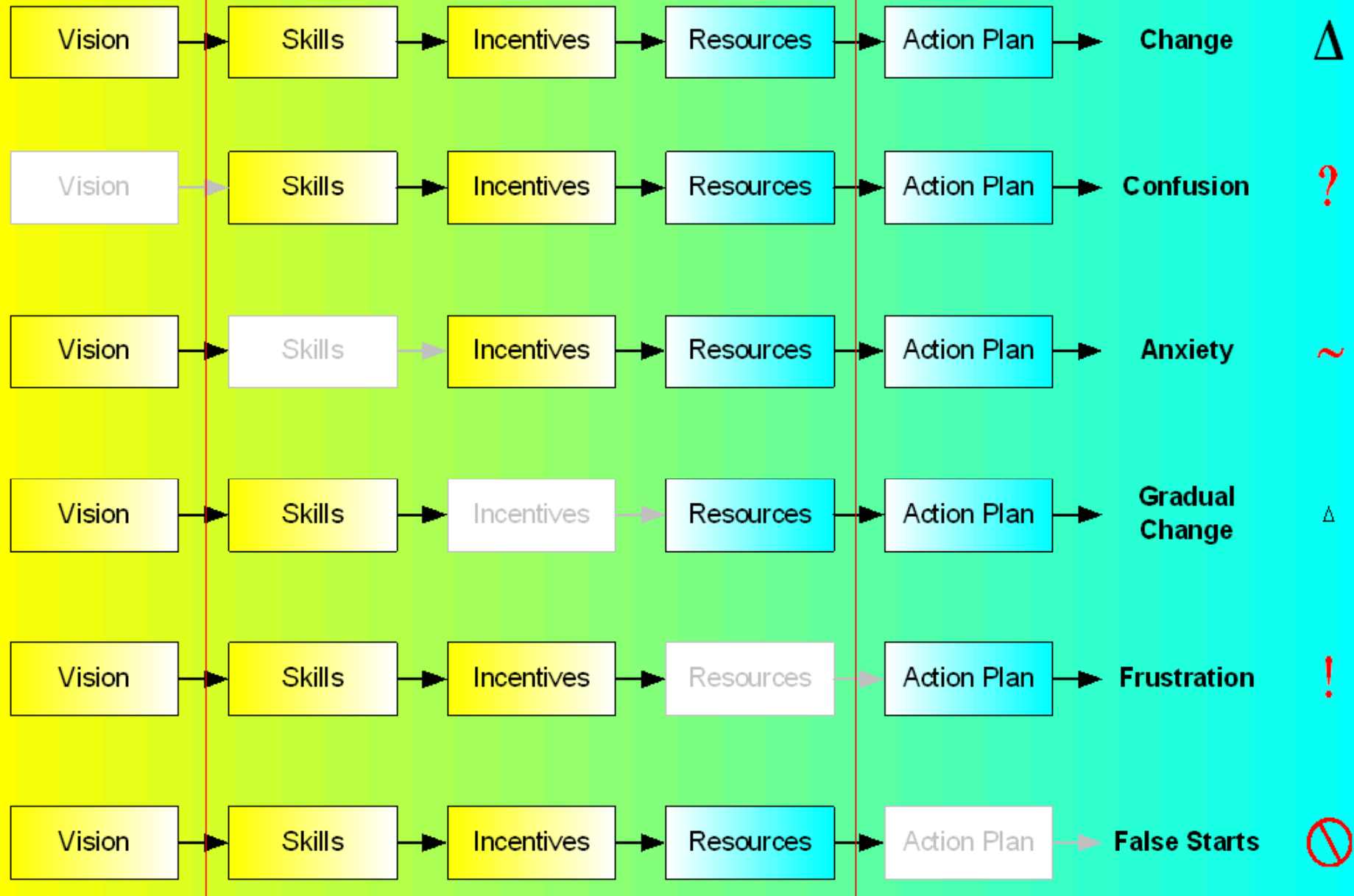
What is Leadership?

(Signs of a Leader)

- Managers Maintain the Status Quo
- Leaders Stand Out
- Leaders Create Change
- Leaders Can Create Change Even in Difficult Situations
- 20/30 Rule © Higbee & Associates, Inc.



Managing Complex Change



Vision

- Someone has to articulate a vision
 - A preferred future
- The vision needs to be believable and of value for the entire organization
- The vision must hold true no matter what the circumstances
- “Leaders Will Champion the cause”
 - Neck on the line
 - Courage to act
- No vision the result is - **Confusion**

Action Plan

- The Road map to success
- Direction to the future
- Direction with a beginning and an end
- Not a Program of the month
- Leaders Inlist Help and prepare an action plan
- No plan or an ill conceived plan the result is -
False Starts

Skills

- Leaders Know what skills their employees or co-workers need to succeed?
- Find out what Skills they have?
- Help develop the skills
- Provide the skills
- If skills are lacking the result is - **Anxiety**

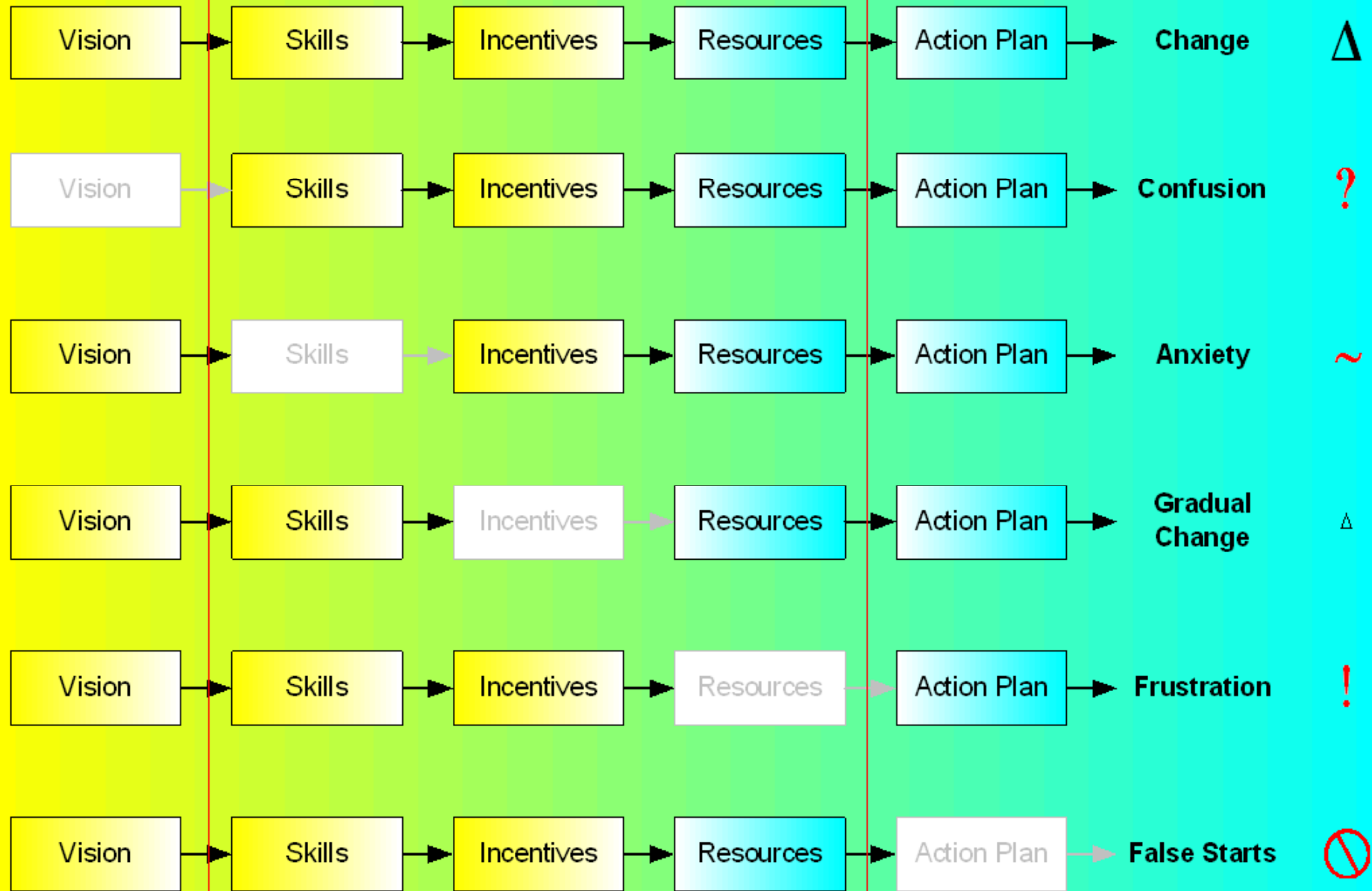
Motivation/Incentive

- Leaders demonstrate value
 - What is the value to the company?
 - What is the value to the employee?
 - What is the value for others?
- Without perceived value the result is -
Slow Gradual Change

Resources

- What do employees and co-workers need to do the job?
- Need not be the best but must be functional
- If you do not provide resources the result is - **Frustration**

Managing Complex Change



What is Leadership?

(Signs of a Leader)

- **Building People**
- **Making Sure to Help Others Succeed**
- **Learning From Others**
- **Admitting When You Are Wrong**
- **Giving Others Credit When it Should Come to You**



What is Leadership?

(Signs of a Leader)

- **Listening when you don't have time**
 - **Caring when you don't understand**
 - **Giving until it hurts and expecting the best from others**

What is Leadership?

(Signs of a Leader)

- **You Going the Extra Mile**
 - People do what people see
- **Leaders Know What Gets Rewarded (not measured) Gets Done**



What is Leadership?

(Signs of a Leader)

- Taking Risks
- Making Mistakes
- Giving Others Permission to Fail
- Getting Off the Common Path and leaving a Trail



What is Leadership?

(Signs of a Leader)

- Leadership is building not blocking someone's potential
- Simply put Leadership is:

Positive Influence

Four Questions to Ask if You Want to be a Leader

- Do other people's failures annoy me or challenge me?
- Do I direct people or do I develop people?
- Do I criticize people or do I encourage people?
- Do I shun conflict or do I prudently confront conflict?

Do you have Leadership Potential?

- Have you ever broken a bad habit?
- **Do you have self-control when things go wrong?**
- Do you think independently?
- **Can you handle criticism?**
- Can you turn disappointment into opportunity?
- Can you gain cooperation, respect and confidence from others?
- Can you discipline without making a power play?
- Do people trust you in delicate situations?
- **Can you accept opposition without becoming defensive?**

Do you have Leadership Potential?

- Can you make and keep friends?
- Are you at ease with strangers?
- Are people who report to you generally at ease?
- **Are you interested in people? All races? All types?**
- Are you tactful?
- Is your will strong and steady?
- **Can you forgive?**
- Are you reasonably optimistic?
- Do you have a passion in your heart?
- Do you welcome responsibility?

Seven Leadership Traps

- When a leader stops growing
- When a leader stops caring
- When a leader stops listening
- When a leader gets distracted
- When a leader becomes complacent
- When a leader becomes arrogant
- When a leader fails to delegate

Everyone Can Be a Leader

- **Focus on the development of others**
- **Embrace change**
- **Be excited about life's challenges**
- **Never stop learning**
- **Never stop caring**
- **Be a positive force**
- **Never give up**