

PERSONAL LEADERSHIP




Keys to Effective Leadership

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April 19, 2006

Supervisor - Employee Relationship.....



⌘ Who's responsibility is it?

⌘ Quiz

THE QUIZ (True or False)



- ⌘ 1. Your number one responsibility is to build and maintain a productive relationship with each employee under your immediate supervision?_____
- ⌘ 2. Two -way communication is the lifeblood of employee relationships? ____
- ⌘ 3. The employee is responsible for taking the initiative to maintain a good relationship?_____
- ⌘ 4. You should “see” the employee first and the relationship second? ____
- ⌘ 5. You will get back the same type of behavior you send out?_____
- ⌘ 6. It will not be important to maintain good relationships with fellow supervisors?_____
- ⌘ 7. Management and Leadership are really the same set of skills? _____
- ⌘ 8. “ Leaders are Born - not made” ?_____

And the Answer is.....



⌘ 1)

⌘ 2)

⌘ 3)

⌘ 4)

⌘ 5)

⌘ 6)

⌘ 7)

⌘ 8)

Let's Compare and Contrast



Management

Management is getting things done within an organization through other people.

Plan

Organize

Direct

Monitor

Compare/Contrast



Leadership: The art and science of influencing the activities of others towards achievements by providing *purpose, direction and motivation.*

- ⌘ Inspire a shared vision
- ⌘ Challenge the process
 - ⌘ Model the way
- ⌘ Enable others to act
- ⌘ Encourage the heart

Compare/Contrast



⌘ Management

- ☑ Plans/problem solves
- ☑ Organizes
- ☑ Follows
rules/regulations
- ☑ Maintains order
- ☑ Follows directions
- ☑ Ensures quality
- ☑ Monitors results

⌘ Leadership

- ☑ Motivates/Inspires
- ☑ Strategic planning
- ☑ Questions
rules/regulations
- ☑ Creates Change
- ☑ Builds relationships
- ☑ Builds trust
- ☑ Teaches others

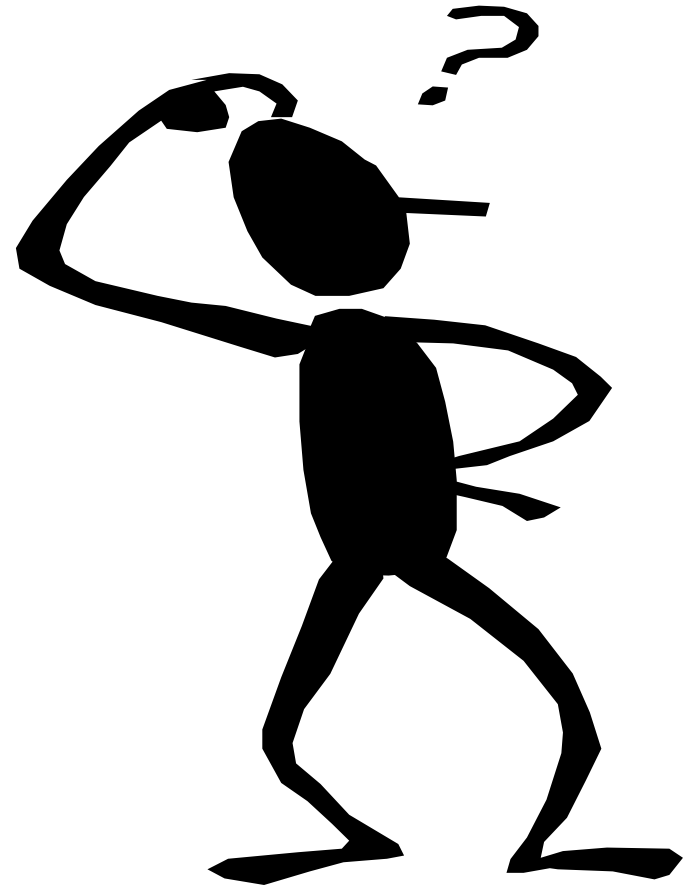
5 Keys to Effective Leadership

⌘ Inspire a Shared
Vision



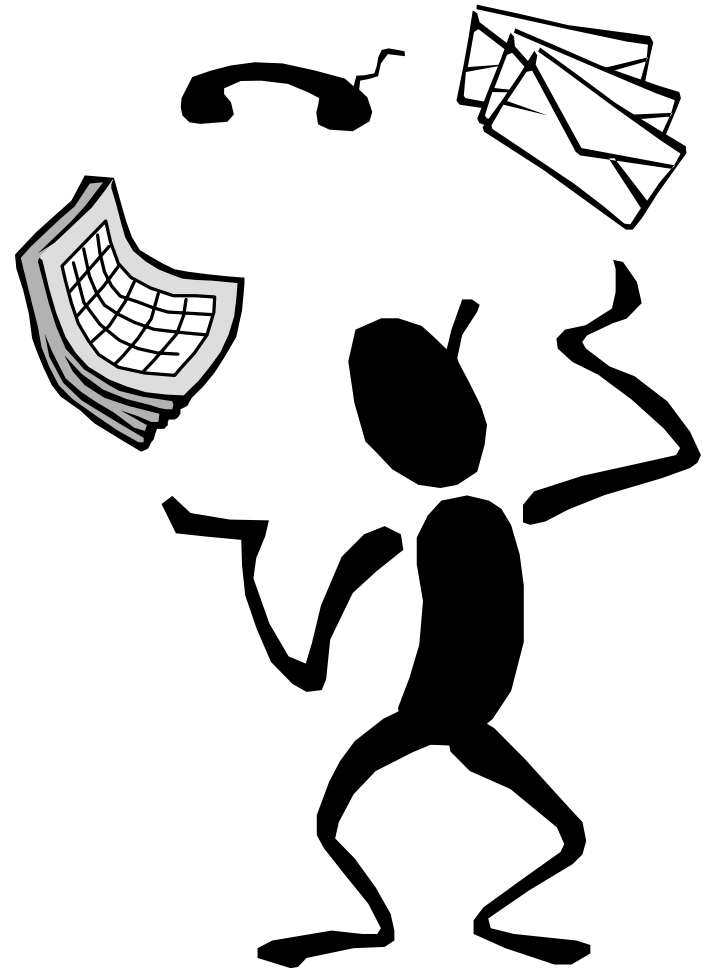
5 Keys to Effective Leadership

⌘ Challenge the Process



5 Keys to Effective Leadership

⌘ Model the Way



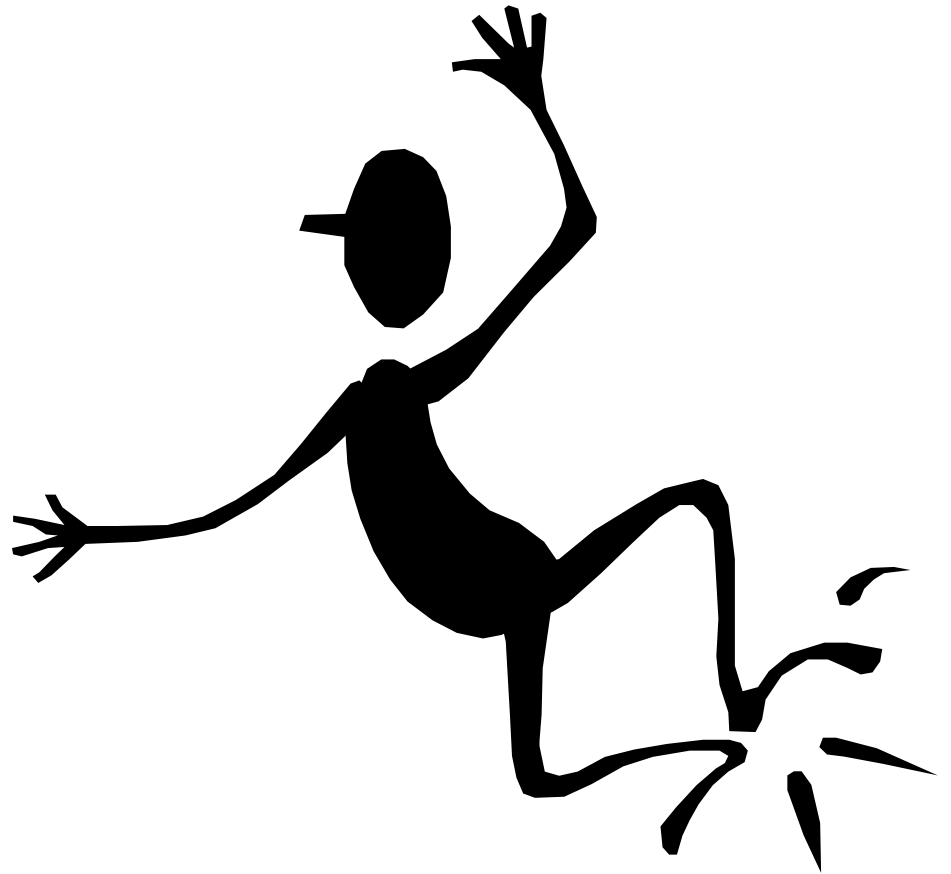
5 Keys to Effective Leadership

⌘ Enable other to Act



5 Keys to Effective Leadership

⌘ Encourage the Heart



Level 5 Leadership



Humility + Will = Level 5

Paradoxical combination of deep personal humility with intense professional will.....what takes people and companies from Good to Great...and keeps them there.

Name the Leader....



⌘ Chrysler

⌘ Gillette

⌘ IBM

⌘ Abbott Labs

⌘ Scott Paper

⌘ Kimberly Clarke

⌘ Rubbermaid

⌘ Walgreens

Name the Leader....



⌘ Chrysler

⊗ Lee Iacocca

⌘ IBM

⊗ Jack Welch

⌘ Scott Paper

⊗ Al Dunlap

⌘ Rubbermaid

⊗ Stanely C. Gault

⌘ Gillette

⊗ Darwin E. Smith

⌘ Abbott Labs

⊗ George Cain

⌘ Kimberly Clarke

⊗ Darwin E. Smith

⌘ Walgreens

⊗ Charles R. Walgreen III
(Corky)

Personal Humility



- ⌘ Demonstrates a compelling modesty, never boastful, shuns public adulation
- ⌘ Acts with quiet, calm determination, relies on inspiring standards not inspiring charisma to motivate
- ⌘ Channels ambition into the company, not self; sets up successors for even more greatness in the future
- ⌘ Looks in the mirror, not out the window, to apportion responsibility for poor results, never blaming other people, external factors or bad luck

Professional Will



- ⌘ Creates excellent results, a clear catalyst in the transition from good to great
- ⌘ Demonstrates an unwavering resolve to do whatever must be done to get the best results - long term, no matter how difficult
- ⌘ Sets the standard for greatness within the company and will settle for nothing less
- ⌘ Looks out the window, not in the mirror to apportion credit for the success of the company - to other people, external factors, and good luck

Odds - n - Ends



- ⌘ You are only the Leader if others are willing to follow you
- ⌘ What is your plan to develop your Leadership skills (Personal/professional goals)
- ⌘ There is no "Status Quo"
- ⌘ Be an active learner - seek to learn from those who's talents exceed your own
- ⌘ Never hesitate to *develop* talent in others which will exceed your own

Self Evaluation and Plan



⌘ What do I want to accomplish? _____

⌘ How am I going to do this?

- 1.
- 2.
- 3.
- 4.

The Next Step



Second Session: How to take these concepts and apply them to writing performance reviews which “inspire and enable others to act” Or Not!

Developing and maintaining productive employee relationships

Final Thought



*"Sometimes I wake up in the morning and there's nothing doing, so I decide to **make something happen by lunch.**"*

Irving Lazar, Hollywood "super-agent" reflecting on his own success.