

Leadership Development
Week 2



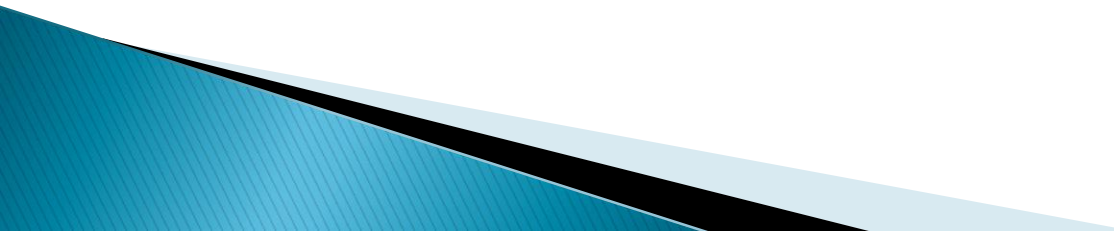
Let's Get to Know Each Other

- ▶ From the group, find out as many things that you have in common; the person with the most, will win a prize
 - Be prepared to read your list and the name of the person you have the item in common with
 - Body parts not included
 - Clothes / current accessories not included

Objective

- ▶ **To come along side and provide tools and insight to enhance your leadership**
 - **Leadership is see in every area of life**
 - **Working in ministry**
 - **Parenting**
 - **Working in the marketplace**
 - **Being part of a social group**

Class Overview

- ▶ **The Definition of Leadership**
 - ▶ **The Key to Leadership**
 - ▶ **The Most Important Ingredient of Leadership**
 - ▶ **The Ultimate Test of Leadership**
 - ▶ **The Quickest Way to Gain Leadership**
 - ▶ **The Extra Plus in Leadership**
 - ▶ **Developing Your Most Appreciable Asset**
 - ▶ **The Indispensable Quality of Leadership**
 - ▶ **The Price-Tag of Leadership**
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The Definition of Leadership

- ▶ Leadership is Influence
- ▶ Influence is defined as:
- ▶ Everyone influences someone
 - May not know who or how much
- ▶ What needs to be settled is what kind of influencer will you be?
 - Best investment in the future is a proper influence today
 - Influence is a skill that can be developed

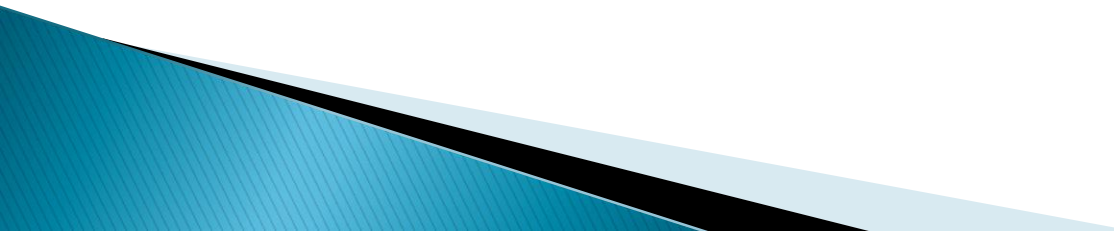
The Levels of Leadership

- ▶ Level 1: Position (Rights: people follow because they have to)
 - Lowest level
 - Characteristics:
 - Security based on title, not talent
 - Level often gained by appointment
 - People will not follow beyond stated authority
- ▶ Level 2: Permission (Relationships: people follow because they want to)
 - “Getting people to work for you when they are not obligated”
 - “Leadership begins with the heart, not the head”
 - Time, energy and focus are placed on the individual’s needs and desires

The Levels of Leadership

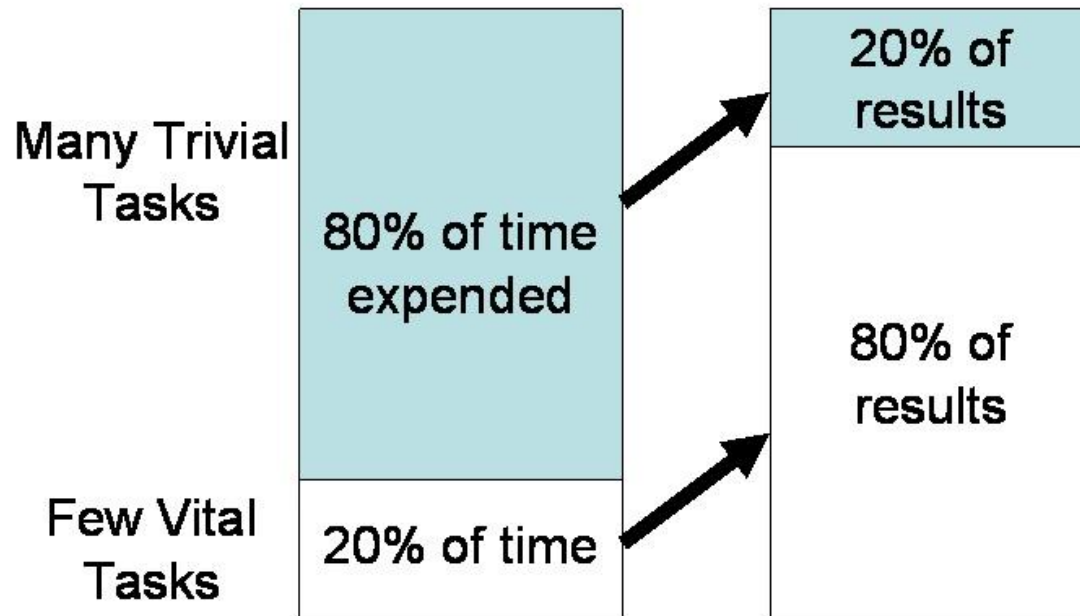
- ▶ Level 3: Production (Results: people follow because what you have done for the organization)
 - This is where good things begin to happen
 - People are not just getting together to get together; get together to accomplish a purpose
 - Level 2 is essential for level 3!
- ▶ Level 4: People Development (Reproduction: people follow because of what you have done for them)
 - Need to empower others
 - Follower is loyal to the leader because hearts are won by helping people grow personally
- ▶ Level 5: Personhood (Respect: people follow you because of who you are and what you represent)
 - Result of a life time of leadership

Climbing the Steps of Leadership

- ▶ The higher you go:
 - The longer it takes
 - The higher the level of commitment
 - The easier it is to lead
 - The greater the growth
 - ▶ You never leave the base level
 - If you move from level 2 → level 3 and stop caring, people can feel used
 - ▶ Need to be sure to take other influencers with you to higher levels
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The Key to Leadership

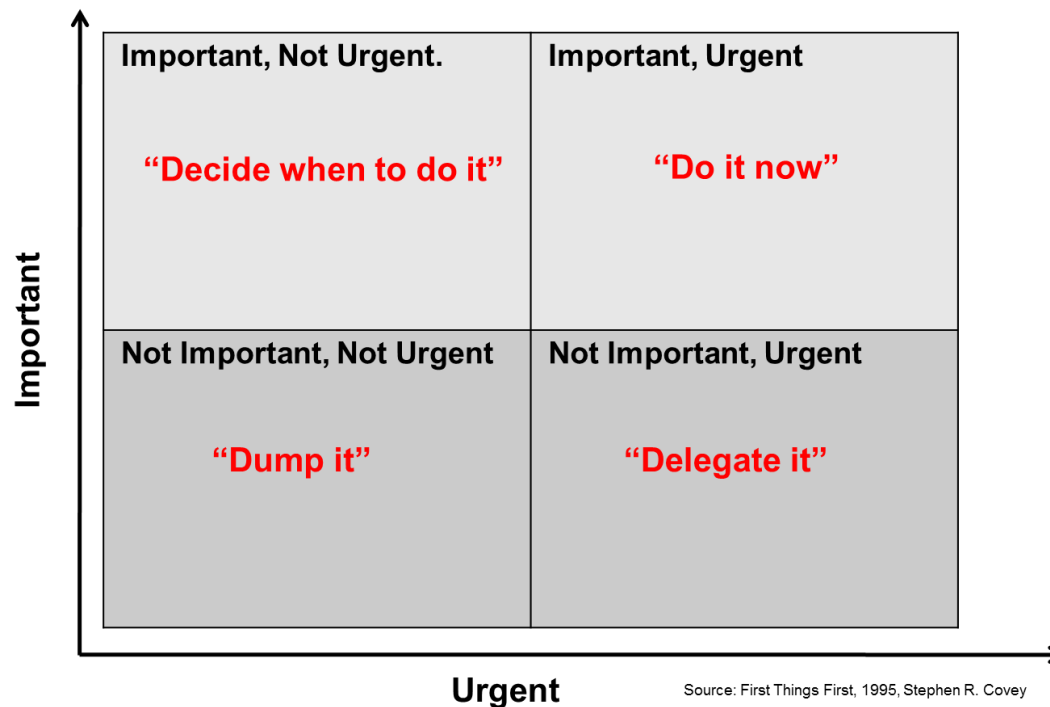
- ▶ The ability to prioritize is a key to leadership
- ▶ Accepting the Pareto Principle



Organize or Agonize

- ▶ It's not how hard you work; it's how smart you work

First Things First



Choose or Lose

- ▶ When it comes to planning, we are either an initiator or reactor
 - Leaders tend to initiate

Leaders	Followers
Initiate	React
Lead; pick up phone and make contact	Listen; wait for the phone to ring
Spend time planning; anticipate problems	Spend time living day to day; reacting to problems
Invest time with people	Spend time with people
Fill calendar by priorities	Fill calendar by requests

Evaluate or Stalemate

- ▶ We have to evaluate what is most important and do that; what is least important, put it off
- ▶ Some thoughts on how to prioritize
 - What is required of me?
 - Leaders can give up anything except for final responsibility
 - What gives me the greatest return
 - Effort expended should approximate results expected
 - *“Am I doing what I do best and receiving a good return for the organization?”*
 - What is most rewarding?
 - Our best work takes place when we enjoy it

Priority Principles

- ▶ Priorities never “stay put”
 - Evaluate: 3R’s, Requirements, Return, Reward
 - Eliminate: What am I doing that can be done by someone else?
 - Estimate: What am I working this month and how long will it take?
- ▶ You cannot overestimate the unimportance of practically everything
 - The art of being wise is the “art of knowing what to overlook”
 - The good is the enemy of the best
 - Leaders know how to say No to the good in order to say Yes to the best

Priority Principles

- ▶ You cannot overestimate the unimportance of practically everything
 - You can't have it all
 - Too many priorities paralyze us
 - When little priorities demand too much of us, big problems arise
 - Whale example
 - Airline example
 - Time deadlines and emergencies help us to prioritize
 - Efficient: doing things right
 - Effective: doing the right things