


Leadership 101



AnthemEAP

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Definition of Leadership

The definition of leadership is to lead a group of people, guiding and directing the group."

Leadership does not mean you have to be at the most senior level of an organization; it does not mean you have to have a certain title or position

Anyone can be a leader in anything with the right qualities and traits... we will look at what it takes to be a leader during the rest of today's session

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"Leaders become great, not because of their power, but because of their ability to empower others."

— John Maxwell

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Core Competencies

- Knowledge
- Competent
- Confidence
- Change agent
- Empathy
- Boundaries
- Be positive



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Knowledge

- Know your materials
- Be a constant learner
- Study in a wide variety of ways
- Examine other leaders and companies
- Stay current with local, national and global affairs

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Competent

- Ability to do your job
- Especially during tough times
- Making definitive decisions
- Ability to see the "big picture"
- Consistency and reliability

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Confidence



- Healthy self-esteem
- Charisma
- Realistic ego
- Passion

"A great leader's courage to fulfill his vision comes from passion, not position."
- John Maxwell

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Change Agent

- Be open
- Be receptive
- Foster change
- Encourage creativity

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Empathy

- Care for others
- See others' viewpoints
- Embrace conflict as a way to encourage others to speak up
- Emotional Intelligence
- Attuned to their audience
- When personal gets "too personal"

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Boundaries

<p>The Dos</p> <ul style="list-style-type: none"> ◦ Be nice ◦ Be in a positive good mood ◦ Be a role model ◦ Be consistent ◦ Maintain your role and don't get too personal 	<p>The Don'ts</p> <ul style="list-style-type: none"> ◦ Curse ◦ Gossip ◦ Lose your temper or control ◦ Be inconsistent or unfair
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Be Positive

- Inspirational
- Motivational
- Belief system
- "Do good"
- Realistic expectations



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What Makes a Good Leader vs. a Poor Leader

<p>Good Leader...</p> <ul style="list-style-type: none"> ◦ Being a good listener ◦ Allowing everyone to give their opinion ◦ Coaching others ◦ Showing trust and faith in others ◦ Not giving order, but providing direction and assistance if needed ◦ Good communication skills 	<p>Poor Leader...</p> <ul style="list-style-type: none"> ◦ Trying to control others too much ◦ Dishing out orders and rules with no explanation or direction ◦ Not providing support ◦ Treating others with disrespect ◦ Not communicating ◦ Being a bad listener ◦ Unable to discipline
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Activity

Ask Yourself...

- Who defines leadership for you?
- Discuss who in your life you see as a good leader and why? What traits do they have? How do they communicate?
- Share this in a group setting or with a partner

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“If your actions inspire others to dream more, learn more, do more and become more, you are a leader. “

– John Quincy Adams

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Resources

Books:

- A Simpler Way by Margaret J. Wheatley & Myron Kellner-Rogers
- The 7 Habits of Highly Effective People by Stephen R. Covey
- Who Says Elephants Can't Dance? Inside IBM's Historic Turnaround by Lou Gerstner

Ted Talks:

- <http://www.ted.com/search?q=leadership>

App:

- How2Lead
- Leadership Development

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Evaluation Survey QR Code:



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THANK YOU FOR PARTICIPATING!

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