The Characteristics of An Exceptional Leader
You're Invited
Upcoming leadership webinars with MSBCoach:

“Bringing out the Best in People, Uncovering That Hidden Potential”
Wednesday, June 13, 2012 1:30 PM - 2:30 PM EST

“Creative Leadership”
Wednesday, July 11, 2012 1:30 PM - 2:30 PM EST

Register at MSBCoach.com
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September 14-16, 2012
MSBCoach Offices
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Overview

1. Introduction
2. Defining leadership – group activity
3. Characteristics of great leaders
4. Why do leaders derail?
5. Difference between management and leadership
6. Leadership myths
7. 12 Elements of Great Management
8. Leadership legacy
9. What now – individual activity
10. Your leadership credo
11. Review
12. Take a-way
YOUR WORKBOOK
At Your Table...
WHO IS THE BEST LEADER YOU KNOW AND WHY?
1. Introduce yourself
2. Who is the best leader you know and why
3. What do you hope to learn today?
INDIVIDUAL WORK – PG. 4
AT YOUR TABLE DISCUSS

Group 1: Identify the characteristics of a great leader

Group 2: Identify what causes a leader to derail

Group 3: Identify the difference between a manager and a leader

Workbook pg. 4
CHARACTERISTICS OF A GREAT LEADER:

- Interpersonal skills
- Credibility
- Courage
- Introspective
- Authentic
- Know how and when to be quiet
- Create an environment
- Approachable
- Lead by influence
- Empower those around then
- Set an example of excellence
- Visionary
75% of Stanford Graduate School of Business Advisory Council recommends self-awareness as the most important asset for a leader to develop.
**Leadership Derailment**

- 73% Lack of clarity in communicating with others
- 59% Unable to work in teams
- 9% Technical Ability
- 55% Unclear vision

*Workbook pg. 6*
What Are The Differences Between Management & Leadership:
ON BECOMING A LEADER
WARREN BENNIS

Workbook pg. 7
Leadership and Management

- Leadership and management must go hand in hand.
- **Workers need their managers not just to assign tasks but to define purpose.**
- Managers must organize workers, not just to maximize efficiency, but to nurture skills, develop talent and inspire results.

Leadership is about relationship

“My husband and I are getting along much better now. We’re outsourcing our arguments to a couple overseas.”

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www.glasbergen.com
“The task is to lead people. And the goal is to make productive the specific strengths and knowledge of every individual.”

Peter Drucker
10 Leadership Myths:

1. Once you become the leader everyone will listen and obey
2. The leader calls all the shots
3. You can not trust anyone
4. A leader must be objective at all times
5. A leader can not back down no matter what
6. You are the leader and the best teacher
7. You must defend your staff at all times
8. A leader has to come up with all the ideas and how to accomplish them
9. If someone on your team does something better than you, you will look bad
10. A leader stands alone
The 12 Elements of Great Managing

To identify the elements of worker engagement, Gallup conducted many thousands of interviews in all kinds of organizations, at all levels, in most industries, and in many countries. These 12 statements – the Gallup Q12 – emerged from Gallup’s pioneering research as those that best predict employee and workgroup performance.

1. I know what is expected of me at work.
2. I have the materials and equipment I need to do my work right.
3. At work, I have the opportunity to do what I do best every day.
4. In the last seven days, I have received recognition or praise for doing good work.
5. My supervisor, or someone at work, seems to care about me as a person.
6. There is someone at work who encourages my development.
7. At work, my opinions seem to count.
8. The mission or purpose of my company makes me feel my job is important.
9. My associates or fellow employees are committed to doing quality work.
10. I have a best friend at work.
11. In the last six months, someone at work has talked to me about my progress.
12. This last year, I have had opportunities at work to learn and grow.

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Your Future
Credo
Last Thoughts on Becoming a Great Manager/Leader:

- Have a mentor, coach or role model
- Guard against micromanaging
- Stimulate creativity
- Allow for mistakes
- Guard against managing everyone the same way
- Guard against the favorites game
- Speak and carry yourself with proper confidence
- Be the leader people want and need

Workbook pg. 16
LEADERSHIP VIDEO
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October 15, 2012 Boar’s Head Inn

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D'OH!
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