

## **CHAPTER 8: BECOMING AN EFFECTIVE LEADER**

The purpose of this chapter is to present information about leadership that students can apply to developing their leadership skills. As a consequence, we omit from consideration here the underlying leadership research and theory. Advanced students may want to read the underlying knowledge base on their own.

### **CHAPTER OUTLINE AND LECTURE NOTES**

To develop leadership capability a person needs the right personal characteristics, and must carry out the right actions. **Leadership** is the ability to inspire support and confidence among the people who are needed to achieve company goals. Leaders make a difference. Leadership status can be derived from being appointed to a formal position or inspiring others through personal characteristics and actions.

#### **I. KEY LEADERSHIP TRAITS TO DEVELOP**

An important part of being an effective leader is to have the right stuff. Yet different situations may require a different set of personal characteristics for leadership effectiveness. Each of the eight leadership traits described next can be developed.

##### **A. Self-confidence**

Realistic self-confidence is required in virtually every leadership situation. The leader must also project self-confidence to the group. Self-confidence is also a behavior, such as being cool under pressure. Developing self-confidence is a life-long process of performing well in a variety of situations.

##### **B. Trustworthiness**

Group members consistently believe that leaders must display honesty, integrity, and credibility and therefore be trustworthy. Being honest with team members helps to build trust, which in turn leads to good cooperation and team spirit. Dale Zand says that trust, along with knowledge and power, are the three foundations of leadership.

##### **C. Assertiveness**

A widely-recognized leadership trait is assertiveness, being forthright in expressing demands, opinions, feelings, and attitudes. Assertiveness helps leaders perform tasks and achieve goals such as confronting people about their mistakes, and setting high expectations. Assertiveness stands in contrast to aggressiveness and passivity.

Developing assertiveness is much like attempting to become less shy. People must

# On Becoming A Leader Chapter Summary

**Bruce Harpham**



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New Paradigms on Becoming a Leader Acene F. Fleurmons, 2013-07-11 Becoming a leader should be one of the greatest ambitions a person could ever have Leading other people seems to be such an honorable thing which has potential to elevate one's status with prestige honor and so on It is so true that I will spend my lifetime to encourage you all to go for it to fight with your soul and spirit except with your body to step after Mahatma Gandhi who was able to lead India to its independence using non violent fight in order to reach this mountaintop However it is not without prices and responsibilities It seems that a leader's responsibilities are greater than his rights in such a point there is nothing to gain in leading other people It would have been better to be led than to be leading So leadership would bring more pain to a leader's life than satisfaction However as leadership must be about serving others and the spirit of service leads to greatness it is good to aspire to become a leader Now what does it take for one to become a leader Responding to this question will be all our endeavors in writing this book

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recent graduates who aspire to become project managers

**Step-by-Step Guide to Becoming a Leader at School & on the Job** Jeri Freedman, 2014-07-15 While some may believe that leaders are born and not made it is far more likely that a good leader spent years honing the skills he or she would need to direct a group As this volume shows there are many opportunities through school and extracurricular activities for students to develop leadership skills that will serve them in any career and throughout their lives Readers will learn how to clearly communicate a vision keep members of a group motivated encourage creativity manage conflict resolution and much more

**Summary of EntreLeadership by Dave Rasey** thomas francis, 2023-10-23 EntreLeadership by Dave Rasey EntreLeadership by Dave Ramsey is a foundational chapter that explores key insights and principles related to leadership and entrepreneurship In this chapter Ramsey shares his personal experiences and insights highlighting the transformation he underwent as he transitioned from being a control oriented leader to becoming an EntreLeader who combines the qualities of an entrepreneur and a leader Below is a detailed explanation of Chapter 1 Dave Ramsey begins Chapter 1 by reflecting on his own journey as a leader and entrepreneur He admits that he used to be a control freak someone who wanted to have a hand in every aspect of his business He acknowledges that this control oriented mindset was not only exhausting but also limiting the growth potential of his company Ramsey s initial reluctance to delegate responsibilities to his team members was a significant obstacle he had to overcome The key theme of this chapter revolves around the idea that successful leadership requires letting go of control to some extent Ramsey emphasizes that leadership is not about micromanaging every detail but rather about empowering and trusting your team He acknowledges that this process can be emotionally challenging especially for leaders who are used to doing things their way Ramsey introduces the concept of an EntreLeader a term he coined to describe leaders who combine the qualities of an entrepreneur and a leader EntreLeaders are individuals who possess the personal power of an entrepreneur which includes qualities like vision decisiveness and passion while also embodying the qualities of a great leader such as integrity humility and the ability to serve others Grab a copy and learn more

**On Becoming a Woman Leader** Susan R. Madsen, 2008-01-28 Based on years of research this book provides an analysis of the data gathered from extensive interviews with university presidents Each of these women offers candid information about their lifelong journey to becoming a leader They reveal their childhood and adolescent experiences including facts about their personality schooling activities leadership positions employment influential individuals significant events opportunities awards recognitions college plans and goals The discussion about the leaders college years provides insight into what influenced their leadership development decisions and perspectives

**So, You Want to Be a Leader?** Patricia Wooster, 2016-08-02 There are a myriad of ways kids today can not only grow up to become the leaders of tomorrow but start leading right now Covering everything from well known professions like school superintendent and working in government to the not so well known professions like becoming an entertainment leader or spiritual advisor Wooster uncovers a treasure trove of opportunity for

kids to assert themselves now and in the future

**Overcoming the Dark Side of Leadership** Gary L. McIntosh, Samuel D. Sr. Rima, 2007-11-01 The Christian world has been rocked by the number of prominent leaders in both church and parachurch organizations who have been compromised by moral ethical and theological failures This pace setting volume addresses this alarming problem and offers Christian leaders valuable guidance in dealing with the inherent risks of their work Using biblical and current examples the authors describe the characteristics of five types of leaders and the problems that are most likely to develop if their particular dysfunctions develop unrestrained McIntosh and Rima offer a series of steps for leaders to consider so they can take control of their dark side and learn to harness its creative powers This edition includes a new introduction updated information throughout a self assessment tool and other additional material Includes endorsements from John Maxwell Leighton Ford Leith Anderson and Rob Angel

*Summary of Developing the Leader Within You - [Review Keypoints and Take-aways]* PenZen Summaries, 2022-11-28 The summary of Developing the Leader Within You Discover the Biblical Foundations for Leadership presented here include a short review of the book at the start followed by quick overview of main points and a list of important take aways at the end of the summary The Summary of Developing the Leader Within You is a manual that will teach you how to become a leader in any setting you find yourself in These arrows explain the various rungs on the leadership ladder the qualities required to reach each one and the specific actions one can take to advance along the path Developing the Leader Within You summary includes the key points and important takeaways from the book Developing the Leader Within You by John C Maxwell Disclaimer 1 This summary is meant to preview and not to substitute the original book 2 We recommend for in depth study purchase the excellent original book 3 In this summary key points are rewritten and recreated and no part text is directly taken or copied from original book 4 If original author publisher wants us to remove this summary please contact us at support mocktime com

*Leadership: Personal Effectiveness and Team Building, 2nd Edition* Mittal Ranjana, Leadership Personal Effectiveness and Team Building amalgamates leadership theories with the competencies and tools needed for effectively leading teams and organizations With its lucid presentation it explicates the concept of leadership through illustrative examples and case studies Along with discussions on leadership

The Leader's Journal John Horan-Kates, 2011-06 What do you stand for What is the foundation of your leadership approach And what s really important to you Many leaders know the answers to these questions at an intellectual level but interestingly they don t talk about them very often and most have never expressed themselves in writing on these important leadership underpinnings The Leaders Journal provides leaders the opportunity to take their thinking to a deeper level Organized around twelve time honored principles essential to effective ethical leadership this book introduces these keys in a week to week format By quoting respected exemplars and posing important questions each day you are asked to express your thoughts on integrity commitment purpose and other fundamental leadership principles The exercise of writing your deepest thoughts can be clarifying therapeutic and often eye opening Writing can help you think through ideas

or problems where answers may not be readily apparent The more diligent you are in journaling the more you ll learn about yourself and about your capacity to lead others In this sense this book is interactive and engaging It s about both what other great leaders have said and more importantly it s about what you have to say Just be aware that what you record in this journal may be transformative

**Leader's Resource Kit:Tools and Techniques to develop your leadership** David Kadalie,2006

Leadership Matters Thomas E. Cronin,Michael A. Genovese,2015-11-17 Some leaders fundamentally alter the status quo whilst others guide quietly Most leadership books emphasise specific rules but Tom Cronin and Michael Genovese see leadership as filled with paradox Leadership Matters offers a different view of leadership one that builds community and responds creatively to new situations Cronin and Genovese argue that leadership is about more than just charisma and set leaders on to a different path to unleash the power of paradox

*Leadership Today* Joan Marques,Satinder Dhiman,2016-08-24 This textbook provides a clear understanding of leadership needs in today s business world explained within the scope of hard and soft leadership skills It captures qualities and skills such as spirituality empathy moral behavior mindfulness empathy problem solving self confidence ambition knowledge global understanding and information technology This text explains and provides guidelines for the implementation of each skill and includes examples from contemporary and historical leaders inviting the reader to consider each quality and engage in self reflection This book deviates from excessive theoretical descriptions presenting a timely hands on approach to leadership Featuring contributions form academics and professionals from around the world this text will be of interest to students researchers professionals in business and leadership who aspire to lead beyond their immediate environment

**On Becoming a Leadership Coach** Clarice Scriber,2016-03-21 This book focuses on coaching leaders in the context of the organizational systems within which they lead drawing on the curriculum of the Georgetown University Leadership Coaching Certificate Program one of the premier coach training programs in the world and the only one with this particular focus

**On Becoming a Leadership Coach** C. Wahl,C. Scriber,B. Bloomfield,2017-06-30 This book focuses on coaching leaders in the context of the organizational systems within which they lead drawing on the curriculum of the Georgetown University Leadership Coaching Certificate Program one of the premier coach training programs in the world and the only one with this particular focus

**Leading with Questions** Michael J. Marquardt,2014-02-17 Many leaders are unaware of the amazing power of questions Our conversations may be full of requests and demands but all too often we are not asking for honest and informative answers and we don t know how to listen effectively to responses When leaders start encouraging questions from their teams however they begin to see amazing results Knowing the right questions to ask and the right way to listen will give any leader the skills to perform well in any situation effectively communicate a vision to the team and achieve lasting success across the organization Thoroughly revised and updated Leading with Questions will help you encourage participation and teamwork foster outside the box thinking empower others build relationships with customers solve problems and more Michael

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**Becoming a Can-Do Leader** Frank Satterthwaite, Jamie Millard, 2016-11-02. Manage without giving up the work you love and discover the leader within. Conventional management thinking says that to manage effectively you must delegate. It implies that managers fall into a dangerous trap when they continue to perform tasks they love from a previous role. And it says that to not let go is to give in to a controlling tendency that robs staff of development opportunities. But not everyone agrees. Today's increasingly knowledge driven, cost competitive work world is changing the way management gets done. More and more people in management roles are becoming can do leaders who must continue to practice their specialty while managing and developing the skills of others. But this group has had few guidelines to follow until now. In *Becoming a Can Do Leader*, executive coaches Frank Satterthwaite and Jamie Millard say it's time that management thinking catches up with reality. Their extensive experience training and coaching player managers at all levels has shown that successful managers both delegate and do. Whether you're trying to survive your first promotion or coaching executives who yearn to keep up with their field, essential guidelines for can do leadership are inside this book. You'll find workplace examples that ring true as well as unique strategies and tools that both help you identify your values and provide insight into your natural leadership style. Don't let your knowledge and skills decline by stepping completely out of the professional picture. It's time to get productively and selectively involved in the work, enabling you to manage more effectively and keep up with important advances in your field all while developing and leading your team to success. Discover how to work strategically with staff while continuing to grow expertise in your profession. That's can do leadership.

**Leading & Managing Occupational Therapy Services** Brend Braveman, 2016-02-19. Put theory and research into practice for real world success. Here's your introduction to the use of theory, research and evidence in guiding your practice as an occupational therapy manager. From leadership and supervision to policies, program development and continuous quality improvement, you'll find complete coverage of the full range of issues and functions managers encounter in the real worlds in which they practice. Whatever your role, the practical knowledge and the guidance you'll find here will help you become a more effective OT colleague and manager.

*The Sports Leadership Playbook* Mike Voight, 2014-09-06. Examples of

ineffective and even negative leaders are all too abundant in sports. Poor leadership attitudes are a great loss for players, coaches, teams, schools, communities, and society as a whole. To become productive leaders, coaches, administrators, and parents need guidance and resources. This book reveals what the most revered scholars and icons from business and other leadership fields know about leadership theory, research, and practice and applies the results to the world of sport. This is a book parents, coaches, and administrators can use to maximize their own leadership potential as well as teach leadership to those under their charge. *Leadership Essentials for Emergency Medical Services* John R. Brophy, AAOS, 2010-03-10

Leadership is essential to the future of EMS and the success of our society. From the seasoned managers who seek to perfect their leadership skills to new providers who are preparing to rise up through the ranks, *Leadership Essentials for Emergency Medical Services* provides EMS professionals with the knowledge and skills they need to become true leaders. Part of the EMS Continuing Education series, the text is also ideal for use as a professional reference. This book is part of the EMS Continuing Education Series. As an EMS provider, you know that your education does not stop when you finish your initial training. The things you learn in the field and in continuing education classes give you the extra skills and knowledge to make you the best provider you can be. The EMS Continuing Education Series was created to help you take that extra step toward not just being a great provider but an outstanding one. 2010 116 pages



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