

LEADERSHIP EFFECTIVENESS

UNIT-II

CHARACTERISTICS OF A GOOD LEADER

1. honesty
2. Ability to delegate
3. Ability to communicate
4. Sense of humor
5. Confidence
6. Commitment
7. Positive attitude
8. Creativity
9. Ability to inspire
10. intuition

LEADERSHIP ROLES

1. Figurehead
2. Spokes person
3. Negotiator
4. Coach & motivator
5. Team builder
6. Team player
7. Technical problem solver
8. Entrepreneur
9. Strategic planner

LEADERSHIP MOTIVES

- Power motive

Characteristics :

- They act with vigor & determination
 - They spend much time in thinking
 - They care about their personal standing with those around them
- A. Personalised power motive
 - B. Socialized power motive

- Drive & achievement motive

Characteristics:

1. Achieve through one's own efforts
2. Take moderate risks
3. Receive feedback on performance
4. Introduce novel, innovative, or creative solutions
5. Plan & set goals

- Strong work ethics motive

1. They believe in the dignity of work
2. Well motivated & value hard work

- Tenacity :(holding firmly, not letting go easily)
- 1. Tenacious behavior is helpful in overcoming obstacles
- 2. It is essential for growing business

Functions of leaders

1. Leader develops teamwork
2. Leader is a representative of subordinates
3. Leader is an appropriate councillor
4. Leader uses power properly
5. Leader uses time well
6. Leader strives for effectiveness

SOME OF THE FUNCTIONS OF A LEADER ARE:-

- 1. Leader Develops Team Work
- 2. Representative of Sub-Ordinates
- 3. Appropriate Counsellor
- 4. Uses Power Properly
- 5. Manages the Time Well
- 6. Strive for Effectiveness
- 7. Make the Environment Conducive to Work
- 8. Integrates the Efforts of the Followers and the Organisational Objectives

FUNCTIONS CONT..

- 9. Performs the Functions of an Intermediary between the Top Management and the Work Group
- 10. Work as an Appropriate Counselor
- 11. Taking the Initiative
- 12. Representing the Enterprise
- 13. Interpreting
- 14. Guiding and Directing the Organisation and a Few Others.

THE PROCESS OF GREAT LEADERSHIP

- The road to great leadership that is common to successful leaders
- Challenge the process - First, find a process that you believe needs to be improved the most.
- Inspire a shared vision - Share your vision in words that can be understood by your followers.
- Enable others to act - Give them the tools and methods to solve the problem.
- Model the way - When the process gets tough, get your hands dirty. A boss tells others what to do; a leader shows that it can be done.
- Encourage the heart - Share the glory with your followers' hearts, while keeping the pains within your own.

LEADERSHIP PROCESS

1. Evaluate and assess the organisation's position
2. Take initiative
3. Create a vision
4. Set objectives to accomplish the vision
5. Formulate strategies to achieve objectives
6. Develop a change process or tactics
7. Explain the need for change to the employees
8. Motivate and inspire the employees to bring the desired change
9. Implement the strategies
10. Analyze the results

10 CHALLENGES LEADERS ALWAYS FACE AND HOW TO DEAL WITH THEM

- Difficult People. There will always be people on your team, in your organization and in your working life who are difficult. ...
- Pressure. ...
- Letting Someone Go. ...
- Delivering Bad News. ...
- Staying Motivated. ...
- Culture Issues. ...
- Being Respected and Being Liked. ...
- Maintaining Focus.
- Communication problem
- Handling a dud

COMPLEXITIES OF LEADERSHIP

- Experience the dynamics of group problem solving
- Understand power and influence
- Learn from and value diversity of perspectives
- Experience inclusiveness
- Articulate ethics and values in decision making

HANDLING COMPLEXITIES

- Well Defined Targets with timelines
- Well documented procedures
- Ensure effective and timely communication
- Continuous Business Process Improvement
- Effective Review Processes
- Risk analysis and mitigation(reduce)

MEASURES TO IMPROVE LEADERSHIP SKILLS

1. Get inspired. True motivation is inside oneself. ...
2. Think of the rest. ...
3. Push away the negative. ...
4. Recruit positive people. ...
5. Appeal to values. ...
6. Celebrate small achievements. ...
7. Reward your team. ...
8. Trust and delegate.
9. Get your team involved
10. Be transparent

HOW TO PREVENT LEADERSHIP FAILURES

- Improve leader selection processes and criteria.
- Improve talent assessment. ...
- Improve evaluation skills. ...
- Improve leader development. ...
- Consider external opportunities. ...
- Strengthen board and committee leadership development. ...
- Hire an external coach or consultant.

GREAT LEADERSHIP BEHAVIORS

- **Being grounded in ethics and integrity:** Both are hallmarks of the most successful leaders ,the importance of adhering to high principles and professional standards, and doing so with consistency.
- **Building trust:**Successful leaders act in a way that makes others proud to be associated with them.

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- **Bringing others along:** It's important to help others grow and achieve, and the best leaders serve as both coaches and teachers in pursuit of that goal.
- **Inspiring those around you:** The most successful leaders have a vision that motivates people to follow.
- **Reward achievement.** No one likes to see their hard work and accomplishments go unrecognized. The best leaders make a habit of calling out people who make contributions to the organization, and they do it in in both a timely and appropriate manner.

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- **Making decisions:** Anybody can make a decision. But it takes a great leader to take on the hard decisions with authority and confidence. Success here comes from balancing emotion with reason, enlisting input from others to ensure the move forward is well-informed, yet acting with authority.
- **Encouraging innovation:** Innovative organizations give their people the space to stretch their creative wings. The culture to make this happen is set by leaders who encourage the art of “possibility” thinking and looking at issues from different perspectives

EFFECTIVE ATTITUDES OF A LEADER

- Positive communication
- Gratitude
- Unite the team
- Empower and develop others
- Take responsibility
- Show empathy