

## LEADERSHIP

LEADERSHIP IS AN OPPORTUNITY TO SERVE OTHERS. --- LEADERSHIP IS HELPING OTHER PEOPLE DO THE THINGS THEY WANT TO DO.

Being considered a leader in our society is the ultimate compliment. Leadership has become the universal vitamin C pill. People seem to want megadoses. Leadership bestows power, commands respect and, most important, fosters achievement. Unlike vitamins, though, leadership skills can't be easily gulped down. They must be carefully cultivated. Contrary to popular belief, most good leaders are made, not born. They hone their skills in their everyday lives. How do they get others to follow? I am going to give you nine *techniques* to remember.

**1. ALWAYS GIVE CREDIT.** Giving public credit to someone who has earned it is the best leadership technique in the world. It is an act of generosity that's never forgotten. Catch people doing something right and then tell everyone about it.

BE A GOOD FINDER -- LOOK FOR THE GOOD IN OTHERS.  
PUT GRATITUDE IN YOUR ATTITUDE.

**2. TAKE INFORMED RISKS.** The best leaders know that taking a risk is not a thoughtless exercise. The idea of risk also carries with it the possibility of failure, but if you want to be a leader, you must learn to fail - and not to die. Pick yourself up and start all over again.

FAILURE IN PEOPLE IS CAUSED MORE BY LACK OF  
DETERMINATION THAN LACK IN TALENT.  
TRUE SUCCESS IS LEARNING WHAT TO DO WITH FAILURE.

**3. SHOW THE WAY.** Be a role model. Share your experiences. When you smile at people, they smile back. If you're giving, people want to give right back. If you're confident about reaching a goal, others echo that confidence and try to achieve it for you. If you are a good leader, when your work is done and your aim fulfilled, your people will say, "We did this ourselves".

THE MOST VALUABLE GIFT YOU CAN GIVE ANOTHER IS A  
GOOD EXAMPLE.  
ENCOURAGEMENT REFRESHES THE SPIRIT.

**4. KEEP THE FAITH.** If you trust others to do well, they will. If, on the other hand, you believe your people will fail, they will probably meet your expectations. Express your faith in a letter or note of encouragement to others. Having faith in someone gives that person self-confidence and pleasure.

EXPECT GREAT THINGS FROM CHILDREN AND ADULTS AND  
THEY WILL DO GREAT THINGS.

LEADERS BUILD BRIDGES BETWEEN PEOPLE AND THEIR  
IDEAS.

**5. GET A COMPASS.** People don't follow leaders who lack direction. Set your goals. Put a clear picture of what you want to achieve in your mind and stay focused on that picture. People want to follow those who promise - and deliver - success.

GREAT OPPORTUNITIES ARE OFTEN BRILLIANTLY DISGUISED  
AS IMPOSSIBLE SITUATIONS.

IF A JOB IS WORTH DOING, IT IS WORTH DOING WILL.  
DON'T START SOMETHING YOU DON'T PLAN TO FINISH.  
GOALS ARE DREAMS WITH DEADLINES.  
GOALS ARE YOUR ROADMAP TO SUCCESS.

**6. ACT THE PART.** Good leaders have learned to sound and look like winners. If they have doubt, they don't show it. They act as if they know where they're going. Appearance and manners count.

OF ALL THE THINGS YOU WEAR, YOUR EXPRESSION IS THE  
MOST IMPORTANT.

YOU NEED TO LOVE WHAT YOU DO.

**7. BE COMPETENT.** Knowledge is power. If you have competence, people will look to you for guidance and direction. If you can't answer a question, tell that person that you will find the answer and get back to them with the answer immediately.

SHARING KNOWLEDGE IS WHAT LEADERSHIP IS ALL ABOUT.

**8. FOSTER ENTHUSIASM.** When people understand the importance of work, they lend their mental strengths, but when they get excited about the work, all their energy gets poured into the job. The best way to generate excitement is to be enthusiastic yourself - it's contagious.

KEEP A POSITIVE ATTITUDE, USE A LOVING APPROACH, KEEP IT SIMPLE.

A WINNER WILL STAY EXCITED FOREVER.

ATTITUDES ARE CONTAGIOUS. A POSITIVE ATTITUDE WILL HAVE POSITIVE RESULTS.

**9. DELEGATE.** You can't handle everything by yourself, and you shouldn't try. When others see the good being done, they will volunteer their help to make projects succeed. It takes many people to get the best results. But, it takes leadership to get everyone involved.

PEOPLE DON'T CARE HOW MUCH YOU KNOW UNTIL THEY KNOW HOW MUCH YOU CARE.

HUMOR IS TO LIFE WHAT SHOCK ABSORBERS ARE TO AUTOMOBILES.

SUCCESS IS ALWAYS A JOINT EFFORT.

LEADERSHIP IS ACTION - NOT POSITION.