WHAT ARE THE TYPES OF LEADERS?

- POLITICAL LEADERS
- UNION LEADERS
- SOCIAL LEADERS
- RELIGIOUS LEADERS
- SPORTS LEADERS
- ORGANISATIONAL LEADERS
- FAMILY LEADERS
WHAT IS AN ORGANISATION?

INPUT

PEOPLE
TECHNOLOGY
MONEY

RULES & REGULATION

OUTPUT

OBJECTIVE
Organisation always works for some objective,
People are the centre force of effectiveness of an organisation
but people have to work in group
Every member of the group must contribute for achievement of organisational goals.
Every member of the group is a different human being having his own perceptions.
Here comes role of a leader to engage every one for achievement of organisational goals.
LEADERSHIP - DEFINITION

- It is a process of influencing people for achievement of certain goals in a given situation.

- It is directing people to achieve certain task.
BASIC ELEMENTS FOR A LEADER.

• A LEADER HAS TO INFLUENCE BEHAVIOUR OF OTHERS.
• THE PURPOSE IS TO ACHIEVE SOME TASK OR GOAL.
DIFFERENCE BETWEEN A LEADER AND A BOSS

A BOSS
- Tells what to do
- Relies on authority
- Drives his men,
- Delegates responsibility
- Shows who is wrong
- Demands respect,
- Production oriented
- Blames others for failures
- Believes in “I”.

A LEADER
- Tells why to do and how to do.
- Depends on goodwill.
- Inspires his men
- Delegates authority only
- Shows what is wrong
- Commands respect
- People oriented
- Gives all credit for all successes.
- Believes in “WE”
Qualities of Good leadership

- Vision
- Passion
- Empathy
- Self sacrifice
- Self confidence
- Roll Model
LEADERSHIP FUNCTIONS

THE ROLE OF A LEADER

- Achieving the task
- Building and maintaining Team
- Developing the individual.
LEADERSHIP FUNCTIONS...

• Defining the task,
• Planning,
• Briefing,
• Controlling,
• Evaluating,
• Motivating,
• Organising,
• Providing an example.
DEFINING THE TASK

TASK i.e. SOMETHING THAT NEEDS TO BE DONE, SHOULD BE...

- Clear
- Concrete
- Time bound
- Realistic,
- Challenging
- Capable of evaluation.
PLANNING

It means building a mental bridge from where you are now to where you want to be.

How would you like to make a plan?

- Leader makes a plan and announce it,
- Leader sells own plan
- Leader presents ideas and invites questions
- Leader presents tentative plan subject to change,
- Leader presents problems, get suggestions and makes plan,
- Leader defines limits asks team to make a plan
Motivation word comes from Latin verb “to move”
Leaders are doing it by “Rewards” and “Threats” approach,
We all motivate ourselves by responding to inner needs.
A leader must understand ‘needs’ of his men, to motivate them,
A.H. Maslow’s concept of hierarchy of needs is an useful tool to understand needs of an individual.
A.H. Maslow’s hierarchy of needs...

- Physiological needs
- Security
- Social life
- Self Acceptance
- Love
- Belongingness
- Status
- Recognition
- Self respect
- Achievement
- Personal Development
- Growth
- Accomplishment
- Self Actualisation
NEED THEORY OF MOTIVATION

NEED (DEPRIVATION)

DRIVE (TO FULFILL A NEED)

SATISFACTION (OF NEED)

ACTIONS (GOAL DIRECTED)
The stronger needs are at the bottom and weaker but more “Human” needs are at the top.

If one of our stronger needs is threatened, we jump down the hierarchy to defend it,

A satisfied need ceases to motivate an individual,

When one area of need is met, one becomes aware of another set of needs within him, which is the motivating factor for him,

A major part of motivation comes from outside, here is the role of Leadership.
KEY PRINCIPLES OF MOTIVATING OTHERS.

- Be motivated yourself--be fully committed and enthusiastic.
- Choose those who have seeds of high motivation within them.
- Set realistic and challenging targets.
- Remember that progress motivates--Give feedback how one is progressing.
- Provide rewards the way in which you can!
- Give recognition which costs you nothing but is oxygen of the human spirit.
ORGANISING

- This is the function of arranging or forming into a coherent whole.
- It encompasses the structuring or re-structuring so that people work as a team with each performing its part.
- For a good organiser three aspects should be considered:-
  - Systems
  - Administration
  - Time Management
LEADERSHIP BY EXAMPLE

- Example is a prime means to communicate a message through body language or non-verbal communication.
- It is always pleasure to see a good example
- Leading by example includes sharing fully in dangers and hardships.
How to develop ourselves as a leader

- Be prepared to take charge--willingness to take responsibility,
- Show your concern,
- Trust your subordinates
- Share responsibility,
- Involve people
- Invite dissent,
- Follow Chankya niti, i.e. Sam, Dam, Dand, Bhed.
- Encourage risk,
- Try to simplify the task
- Take initiative
- Be an expert.
LEADERSHIP IS ALL ABOUT...

- To observe each person, listen and praise.
- Knowing and using names of each member of the team.
- Smiling and meaning it.
- Looking for best way to manage time.
- Ensuring that your work and behaviour standards set the best possible example.
- Knowing enough about the team to have an accurate picture of their aptitudes and attitudes at work.
- Looking for better ways to design jobs / work to make best possible use of peoples interest skills and aptitudes.
- Giving sufficient time and personal attention to matters of direct concern to individuals.
PEOPLE ORIENTED APPROACH

- TO KNOW EACH STAFF MEMBER INDIVIDUALLY,
- TO FIND OUT HIS INTERESTS, NEEDS AND MOTIVATING POINTS.
- TO PROVIDE ENOUGH OPPORTUNITY TO HIM TO SHOW HIS STRENGTH AND TO COVER UP HIS WEAKNESSSES.
- TO GUIDE HIM IN HIS AREA OF WEAKNESS,
- TO PROVIDE IMMEDIATE RECOGNITION FOR ANY GOOD WORK DONE,
- TO KEEP HIS INTERESTS ALIVE,
- TO ENCOURAGE PEOPLE FOR INNOVATIVE IDEAS TO DO THE JOB IN A BETTER WAY,
- TO PROVIDE CONTINUOUS FEEDBACK AND INFORMATION.
BE A LEADER---ENLIGHTEN YOURSELF AND THOSE AROUND YOU.
Thank you