LEADERSHIP SKILLS
Who is a Leader?

- A leader is one who
  - Inspires a follower
  - Accomplishes work
  - Develops the follower
  - Shows how to do the job
  - Assumes obligations and
  - Overcome various obstacles in attaining the goal
Leadership

Leadership is lifting a person’s performance to a higher standard, the building of a personality beyond his normal limitations.

Leadership is the process of influencing the behavior of others towards the accomplishment of goals in a given situation.

The process by which a person motivates and guides the group towards a visualized goal.
Leadership Qualities

- Motivating capacity
- Courage
- Initiative
- Source of Knowledge
- Responsibility
- Integrity
Leadership Qualities

- Ability to communicate
- Loyalty
- Judgement
- Selflessness
- Problem solving capacity
- Openness to change
- Distant vision and close focus
- Balance
Ways to develop Leadership Qualities

- Learn to think more critically
- Do more to enthuse your team
- Make your goals and future vision attractive and attainable
- Learn to communicate clearly
- Improve your speaking skills
- Organize and allocate workflow
- Make sure work is done correctly and on time
- Find better ways to do things
- Encourage progress and recognize efforts
- Try to match individual skills and work
- Build team spirit
- Encourage people to work cooperatively
- Recognize success and learn from failure
- Trust your subordinates
Leadership styles are the pattern of behaviour that a leader adopts in influencing the behaviour of his subordinates.

1. Autocratic Leadership
2. Democratic Leadership
3. Free Rein Leadership
Causes for Leadership Failures

- Inability to organize details
- Unwillingness to provide support
- Fear of competition from followers
- Lack of imagination
- Selfishness
- Disloyalty
- Emphasis of the authority – a good leader must lead the team by encouraging
Display Your Leadership by

- Learning from your mistakes
- Doing your homework and being prepared
- Treating everyone with respect and courtesy
- Sharing the credit, taking the blame
- Staying focused on a clear vision and setting energizing goals
- Surrounding yourself with capable people
- Staying optimistic, even in challenging circumstances
- Involving and including others
- Thinking systematically
- Seeking ways to improve things, do things better, easier, faster or more economically
- Clarifying goals
- Helping people to reach their potential
Questions Please
"Only 3 things happen naturally in organizations: friction, confusion, and underperformance. Everything else requires leadership."

Peter Drucker.
Thank you for your Attention!

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