TIWA
THE IDEAL WORKPLACE ATMOSPHERE

LEADERSHIP IN THE WORKPLACE

What is leadership and how to approach it

Leadership in the workplace

This module aims to:

- Understand the relationship of leadership and working environment
- Help creating positive atmosphere by addressing several leadership challenges
- Enable leaders create trustworthy and fair workplace

What is leadership and how to approach it

In this presentation you will learn:
- What leadership is
- What the most common leadership approaches are
- What the difference between leader and manager is
- How to create and sustainably implement a vision

What is leadership?

Ability of an individual or organization to "*lead*" or guide other individuals, teams, or entire organizations

Art of motivating a group of people to act towards achieving a common goal

Leadership approaches

There are differences in leadership styles and cultures but there is no "right" or "wrong".

Simply, each have its pros and cons and you have to find your own balance.

To find your approach, consider what suits your company culture.

Remember, it is never good to go to extremes either way.

Leadership approaches

Asian

- Hierarchical structure
- Deferential
- Collective
- Focus on process
- Rather closed

Western

- Flatter structure
- Challenging
- Individualistic
- Focus on freedom
- Rather open

Difference between management and leadership

Manager's job is to plan and coordinate

Boss

- Drives employees
- Depends on authority
- Inspires fear
- Says „I"
- Place blame for the breakdown
- Knows how it is done
- Takes credit
- Uses people
- Commands
- Says „Go"

Leader

- Coaches people
- Depends on goodwill
- Generate enthusiasm
- Says „We"
- Fixes the breakdown
- Show how it is done
- Develops people
- Gives credit
- Asks
- Says „Let's go"

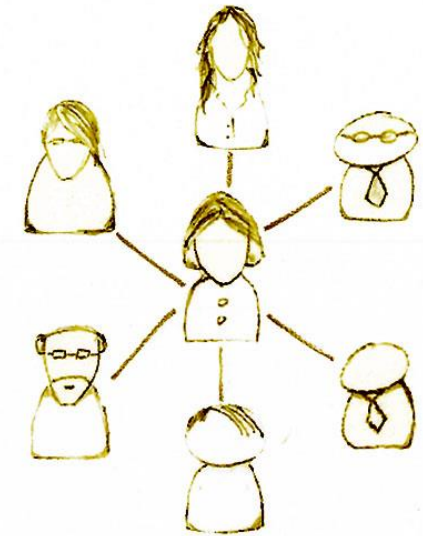Leader's job is to inspire and motivate

Difference between management and leadership

Leader is supposed to co-work with people in the company or team, teach them how to reach goals and help them get better in their own skills.
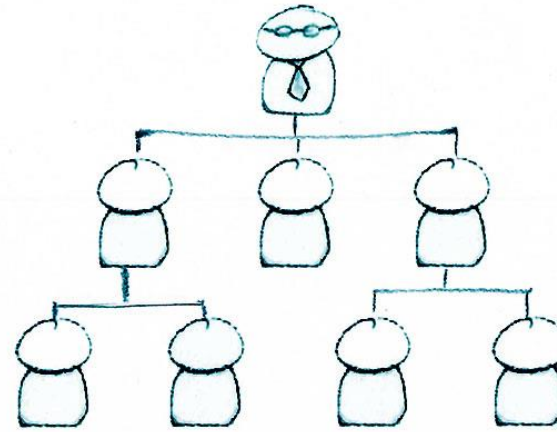
Manager

Leader

Ideal combination of management and leadership

"Leaders are people who do the right thing; managers are people who do things right."

Prof. Warren G. Bennis

- Management and leadership are not exclusive, rather they are interdependent.
- Both deal with similar issues but in different contexts and conditions – always consider your environment and your aim.

What does leadership involve?

Creating a vision, sharing it with others and motivating them to reach it.

Exchanging information, knowledge and experiences and inspiring innovations and new ideas to reach that vision.

Effective communication to avoid and overcome problems.

How to create a leadership vision?

1) Focus on strengths of your organization or company

2) Use effective tools to analyse your current situation (e.g. get familiar with PEST Analysis, USP Analysis, SWOT Analysis, Core Competence Analysis, Scenario Analysis, etc.)

How to inspire people to share your vision?

1) Connect the vision with people's individual needs, goals and aspiration

2) Use effective tools to analyze your current situation (e.g. Expectancy theory)

How to successfully deliver your vision?

1) Connect leadership with management

2) Use effective tools to manage the work of your team (e.g. get familiar with Key Performance Indicators, Management by Wandering Around approach)

How to ensure sustainability of your vision?

1) Learn and understand your team dynamics (e.g. get familiar with Belbin's Team Roles approach, Tuckman's Forming-Storming-Norming-Performing model)

2) Give and receive feedback

3) Look for potential leadership personalities among others
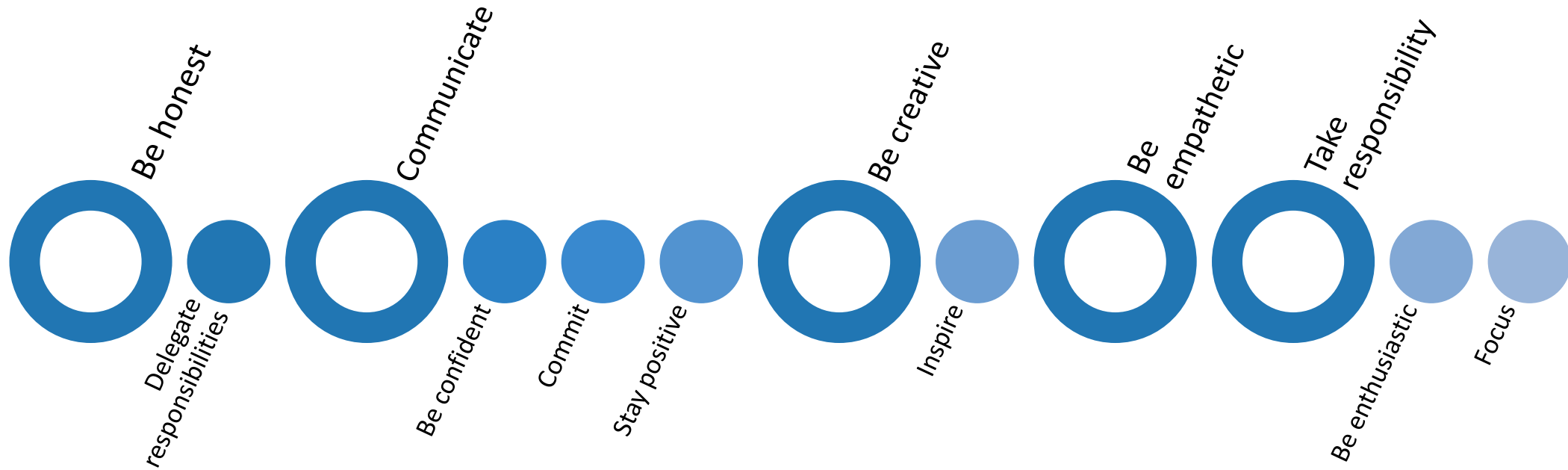
Characteristics of a good leader

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Good news – leadership skills can be learned!	Leaders can evolve and self-develop.	There are many personal traits and competences which can help you on your way to become a better leader.	can't

Characteristics of a good leader

Be honest

Delegate responsibilities

Communicate

Be confident

Commit

Stay positive

Be creative

Inspire

Be empathetic

Take responsibility

Be enthusiastic

Focus

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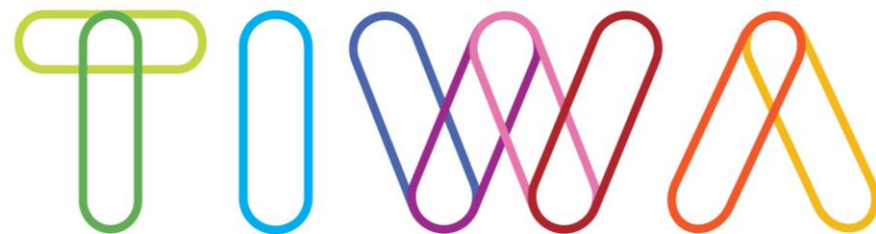
THE IDEAL WORKPLACE ATMOSPHERE

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