

LEADERSHIP

What is it ?? What makes a successful leader ?? Can you do it ??

MAKING THE BEST OF YOUR ABILITIES

Every person has different abilities and different talents. Start today to know yourself... find out what your strong suits are... and then work to develop them. Emphasize your assets and don't worry about limitations or shortcomings.

ENERGY and STAMINA

No matter how overworked, a strong leader seems to acquire a second wind when needed. Many good leaders retire late and rise early. Learn to conserve your energy so you can do your best at all times. Learn to use your waking hours to the fullest.

POSITIVE SELF-IMAGE

Whether they are tall or short, thin or heavy, young or old, a positive self image transforms people into good leaders. They become attractive and interesting individuals to their audience.

ASSERTIVENESS and DARING

Don't allow people to take advantage of you. Speak up... even if softly... and make sure your voice (and opinion) is heard. Do it tactfully and with good style. Don't confuse abrasiveness with assertiveness. Be daring... follow clues, take chances (but think them through first), and don't procrastinate.

QUALITIES OF LEADERSHIP

You don't have to be a "brain" in order to be a good leader. A logical straight forward and organized manner of looking at the world will help immensely. Don't rationalize; be true to yourself. A good leader understands that not everything will be successful, and good leaders develop a good rate of "bounce back ability". Every good leader forgets the difficulties they encountered along the way (or choose to ignore those difficulties). Consider past problems unimportant. Look to the future and work on solutions.

CONCENTRATION and COMMITMENT

Remember that a good leader needs to pull, not push. Focus your energies on this to help achieve your goals. Don't allow others to change you, either by their attitudes or their problems. Follow through! A good leader believes in his or her self and in what they are doing.

RESPECT MISTAKES

Everyone makes them! Don't be afraid of them. Instead, learn from them but try not to make the same mistake twice.

HANDLING EMOTIONS

As a good leader, try not to panic with problems. Strive for self-control. Learn to shrug off as many trivial, unimportant problems as possible. Face criticism openly. Don't cry, pout or have a display of temper. A good leader expects a lot of themselves, and they should always expect a lot of their followers. When you expect to be successful, you usually are.

KNOWLEDGE – THE KEY TO SUCCESS

Good leaders do their homework on a problem, a project or on business. Ask questions... observe... read... develop a strong network... and your combined package of knowledge and skills will create the success for which you strive.