

# CHAPTER 1



# INTRODUCTION TO LEADERSHIP DEVELOPMENT

## CHAPTER 1 TOPICS

- 📌 **Defining Leadership**
- 📌 **Am I a Leader?**
- 📌 **Leadership Qualities**
- 📌 **Tips for Developing Leadership Qualities**
- 📌 **Types of Leadership**
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- 📌 **7 Areas of Development**

## Key Terms for Introduction to Leadership Development


1. **Ability** (noun) *a.* the quality or state of having the physical, mental, or legal power to perform *b.* natural aptitude or acquired proficiency
2. **Authority** (noun) *a.* power to influence or command thought, opinion, or behavior
3. **Capacity** (noun) innate potential for growth, development, or accomplishment
4. **Change** (noun) *a.* the act, process, or result of modifying as alteration *b.* (verb) to make different in some particular way; alter
5. **Choice** (noun) *a.* the act of choosing; selection *b.* the best part: cream, a person or thing chosen
6. **Decision** (noun) a determination arrived at after consideration: conclusion
7. **Development** (noun) the act, process, or result of growing; evolving
8. **Empower** (verb) to promote the self-actualization or influence of
9. **Guide** (noun) one that leads or directs another's way
10. **Influence** (noun) the act or power of producing an effect without apparent exertion of force or direct exercise of command
11. **Interdependent** (adjective) a dynamic of being mutually and physically responsible to and sharing a common set of principles with others
12. **Lead** (noun) *a.* position at the front: vanguard (verb) *b.* to guide on a way especially by going in advance *c.* to direct the operations, activity, or performance of *d.* to have charge of
13. **Leader** (noun) one who acts as a change agent in actions or ideas
14. **Leadership** (noun) the function of acting in the capacity or ability to lead
15. **Manage** (verb) to handle or direct with a degree of skill *b.* to work upon or try to alter for a purpose
16. **Potential** (adjective) existing in possibility: capable of development into actuality
17. **Power** (noun) *a.* ability to act or produce an effect *b.* a possession of control, authority, or influence over others *c.* a physical might
18. **Self** (noun) the union of elements (as body, emotions, thoughts, and sensations) that constitute the individuality and identity of a person

## Defining Leadership

How do you define leadership? Most of us can point out people we admire, and notice something about them that makes them leaders in our eyes. This leads us to define leadership based on personal experiences and perceptions of what a “leader” is. These definitions are usually descriptive of the evidence of leadership, but do not get to the core of what leadership means. At the root of leadership is the word lead, meaning to guide or direct. The suffix *-ship* indicates both movement and ability. In order to lead, there must be change, or movement from one state to another. If ability is a natural or acquired skill or talent, what gives us the ability to lead?

We all have the instinct to lead when we are born. As babies, we guide ourselves through a new environment and gradually discover our abilities. As we grow older, we learn new and better ways of doing things and make decisions based on our limited knowledge and experience. This innate ability is unique to human beings and gives each of us the potential for leadership. In order to lead others, one must first be able to lead one’s own self.

A leader is one who acts as a *change agent* in actions or ideas. In order to be a change agent, or one who facilitates change, there must be movement from one level of consciousness to another. Challenging the status quo is a requirement of leadership. If we continue to do things the same way they have always been done, there is no escalation or growth. Leaders are not afraid to spearhead new movements and challenge old ideas and practices. Manifesting the ability or power to be a leader is the essence of leadership. Therefore, the definition of leadership is: *exercising the ability to be a change agent in one’s environment.*



**What is leadership to you? Write your definition below:**

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## Leadership Qualities

All leaders have qualities that make them successful. School principals, leaders of organizations, class presidents, and even the presidents of nations all have similar attributes. Think about your personal skills as you read about the following thirteen qualities common to effective leaders.

- **Creativity:** the ability to find new and innovative solutions for problems
- **Character:** moral or ethical strength; always being true to yourself and your values
- **Commitment:** being emotionally or intellectually bound to a course of action or to another person or persons, the ability to stick to your decisions
- **Communication:** the ability to convey ideas and understand the ideas of others
- **Confidence:** belief in yourself and your abilities
- **Courage:** the ability to take initiative and assume risks
- **Discipline:** orderly conduct and self-control
- **Empathy:** the ability to feel what another person is feeling
- **Organization:** the ability to structure your life and keep tasks and information in order
- **Optimism:** the ability to see the best possible outcome or dwell on the most hopeful aspects of a situation
- **Perseverance:** refusing to quit; willingness to keep goals in sight and work toward them despite obstacles
- **Understanding:** the ability to listen to others and see things from their point of view
- **Vision:** the ability to visualize one's goals while working to achieve them; foresight



List three (3) leadership qualities that you have.

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## Tips for Developing Leadership Qualities

For this section, you'll need your answers from the Leadership Skill Assessment Pre-Test. Review the tips below for developing leadership qualities in areas in which you need improvement:

### Creativity

*Review if you answered A, B, or C to question 10 or 17*

Think outside of the box. Creativity is as simple as that. Look at all sides of any situation and try things that have not been tried before. Leaders must be creative in their approach. Innovative approaches and new ideas are a part of leadership. To unleash your creativity, try looking at things from a different perspective. If faced with a problem there seems to be no solution for, think about all possible solutions. This may sound simple but it is just that easy. Brainstorming with others helps to come up with ideas you may not have thought of. The next time you are faced with a problem, write down every possible solution you can think of no matter how silly or unreasonable you think it may be. After you have your initial list, come back to it later and try narrowing it down. You may find yourself combining two different ideas, eliminating some altogether or coming up with even more ideas after you sleep on it. Eventually you will have a solution that you may not have considered if you only went with your usual response about how to approach an issue.

### Character

*Review if you answered A, B, or C to question 15 or 20*

Character is moral or ethical strength. Character is not about how others see you, but about how you see yourself. However, if being truthful is important to you, it will bother you if others think that you are a liar. More importantly, you will not be able to live with yourself if you have been untruthful, even if you get away with it in the eyes of others. True character is the ability to stick to your own values no matter what others may think or say about you. A sign of weak character is changing your views and actions depending on who is around you. What is *really* important to you? To always be true to yourself and your values, you must first know what your values are. In Chapter 2, you will explore yourself and identify your core values. The key to good character is making a commitment to yourself. Your character is a part of who you are even if no one else is around to monitor your actions.

### Commitment

*Review if you answered A, B, or C to question 18 or 19*

Commitment in leadership means being able to stay focused on what you set out to do. When you are committed, you are conscious of your responsibility to yourself and others. Often, we decide not to do things because our level of commitment to a cause or goal is weak. Your *desire* to want to develop your leadership skills is causing you to read this book, but your *commitment* to becoming a leader will cause you to follow through with what you learn and apply it to your life. This shows that desire fuels the *will* or level of commitment to stick to a task or goal. If you find yourself obligated to do something you later decide not to do, check your motivation. Why did you commit in the first place? Was it your desire or were there