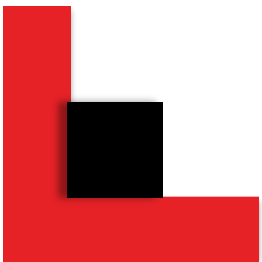




Nailler **LEARN 2 LEAD**

PRESENTED BY:

the **EdVenture** group[®]





GROUND RULES

1. Be open, honest, and willing to share.
2. Respect your peers, their opinions, and us.
3. No judgments!
4. The more everyone participates, the better the discussion.
5. Don't be afraid to speak up and share with the group.
6. Listen.



LEARNING OBJECTIVES

At the conclusion of the Learn2Lead Program, you will be able to:

1. Define your leadership philosophy.
2. Recognize examples of strong leadership.
3. Identify leadership opportunities that exist for you.
4. Understand the significance of servant leadership.
5. Set clear goals and have a vision for successful leadership.

WHAT IS A LEADER?

Qualities of a Good Leader

GOOD LEADERS ARE:

1. Goal Oriented
2. Motivated
3. Focused
4. Hardworking
5. Honest
6. Responsible
7. Resourceful
8. Effective Communicators
9. Charismatic
10. Committed
11. Perseverant
12. Level Headed
13. Understanding
14. Proactive
15. Confident
16. Respectful
17. Passionate
18. Servant Minded
19. Fair
20. Visionary
21. Active Listeners

John C. Maxwell, The 21 Indispensable Qualities of a Leader



LEADER: *noun*

"...the person who leads or commands a group, organization, or country."

LEADERSHIP: *noun*

"...being bold enough to have vision and humble enough to recognize achieving it will take the efforts of many people."



A LEADER I KNOW:

Think about five characteristics of a leader you know that makes them a strong leader.

- 1.
- 2.
- 3.
- 4.
- 5.

LEADERSHIP IN MY OWN WORDS:

WHAT IS A LEADER?

Effective Communication



COMMUNICATION FACTS:

- **7%** is based on vocabulary.
- **38%** is based on voice inflection.
- **55%** is based on nonverbal behavior.



NONVERBAL CUES:

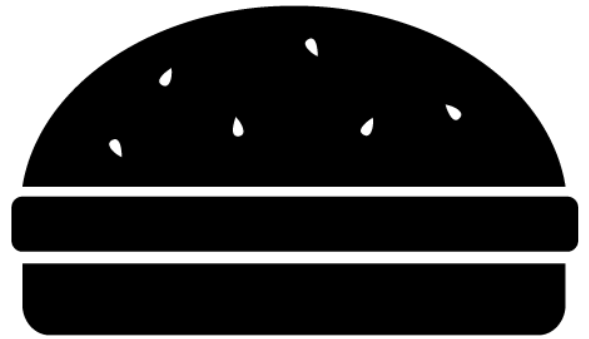
- Facial expressions
- Body movements/posture
- Gestures
- Eye contact
- Touch
- Space
- Voice/Tone



HABITS OF EFFECTIVE COMMUNICATORS

1. What you say/do needs to be consistent
2. Keep it simple
3. Find your own voice
4. Be visible
5. LISTEN

Forbes.com



THE CRITICISM BURGER

Work with a partner to develop a criticism "burger" for a scenario you receive from the workshop facilitator.

COMPLIMENT

CRITICISM

COMPLIMENT

WHAT IS A LEADER?

Positive Attitude

A _____
T _____
T _____
I _____
T _____
U _____
D _____
E _____

ATTITUDE: *noun*

manner, disposition, feeling, position, etc., with regard to a person or thing; tendency or orientation, especially of the mind: a negative attitude; group attitudes.



YOUR BIGGEST PROBLEM:

PROBLEM:

THOUGHTS



FEELINGS



ACTIONS

STANDING OUT AS A LEADER

Stepping Out of Your Comfort Zone



PUBLIC SPEAKING TIPS:

- Make eye contact.
- Speak slowly & clearly.
- Know your audience.
- Prepare & practice – time yourself.
- Confirm location, date & time.
- Arrive early.
- Allow time for questions.
- Engage the audience.

WHAT ARE FIVE THINGS YOU ARE GOOD AT?



- 1.
- 2.
- 3.
- 4.
- 5.

WHAT ARE FIVE THINGS YOU WOULD NEVER DO?



- 1.
- 2.
- 3.
- 4.
- 5.



COMMON PRESENTATION MISTAKES:

- Lack of preparation
- Memorizing...questions?
- READING from a slide
- Disconnection
- Poor opening – 'Snoozing' Topic
- Too many slides
- Too many uhs, ums, likes, and you knows

Using the feedback from today, in what ways will you improve your own public speaking?

STANDING OUT AS A LEADER

Setting Yourself Apart with Etiquette

DO THIS:



IN GENERAL:

- Say 'excuse me' if you bump into someone or need to get someone's attention immediately.
- Respond politely when someone asks you how you are and ask in return.
- Shake hands firmly with your right hand.

AT THE TABLE:

- Ask to be excused if you need to leave the table for any reason.
- Place your napkin in your lap.
- Politely ask for items to be passed to you.
- Cut each piece of food as you are ready to eat it.

OTHER:

- Handwrite personal 'Thank You' notes.
- Use proper grammar and punctuation.
- Turn phones to vibrate or silent while in class or other social settings.

NOT THAT:



IN GENERAL:

- Interrupt others while they are speaking, unless there is an emergency.
- Share negative opinions.

AT THE TABLE:

- Place your elbows on the dinner table at any time.
- Eat until everyone at the table has been served.
- Reach across the table for items.
- Slurp your beverage or chew on ice.

OTHER:

- Use slang or abbreviations to teachers, parents, family members, peers or anyone else.
- Talk on the phone or text while in class or in other social settings, including spending time with friends and family.

Think of a time in the past year when you could have used these etiquette tips. What would you have done differently?

STANDING OUT AS A LEADER

Teambuilding and Collaboration

EFFECTIVE TEAMS:



- Share openly.
- Encourage other members.
- Participate in the team's task.
- Utilize all of the team's resources effectively.
- Have complementary skills.
- Possess a meaningful purpose.

BUILDING A TEAM:



- Goal(s)
- Experience
- Personality
- Productivity
- Instincts

DYSFUNCTIONS OF A TEAM:



- Absence of trust
- Fear of conflict
- Lack of commitment
- Avoidance of accountability
- Inattention to results
- Lack of attention to detail

WHAT IS A TEAM?

A group of individuals that come together to achieve a common goal.



COLLABORATION STRATEGIES

- Determine motivation.
- Differentiate and foster communication.
- Respect differences.
- Build trust.
- Eliminate conflict.
- Assess strengths of the team.
- Improve morale.
- Reinforce values.

Think of a team that you're a part of. Choose a tip and discuss how it would help you build a stronger team and stand out as a leader.

MORAL COMPASS

Dr. Lydotta M. Taylor

CORE VALUES WORKSHEET

Peace

Joy

Success

Happiness

Recognition

Family

Faith

Power

Status

Money

Influence

Commitment

Acceptance

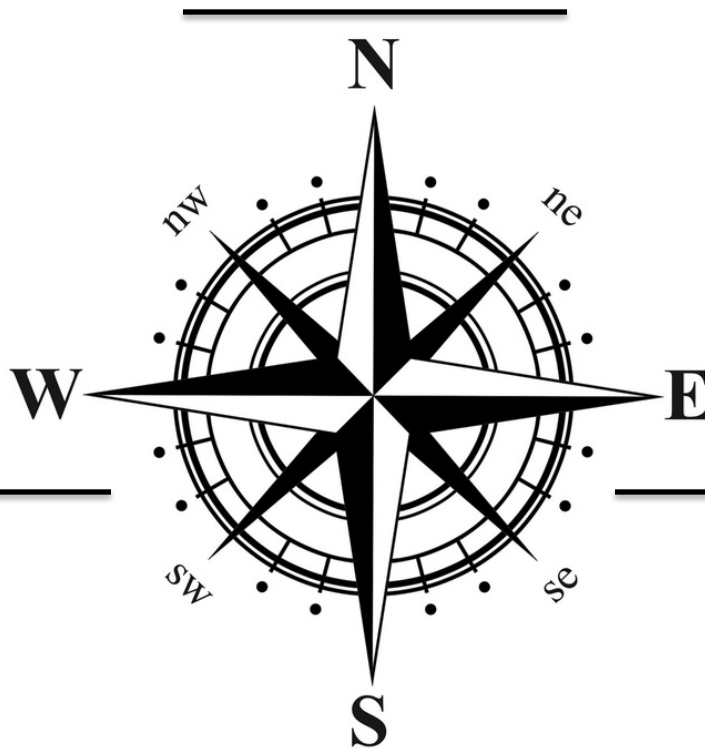
Integrity

Fairness

Stability

MORAL COMPASS

A tool that serves as an ethical
guide to help when making
choices.



SERVANT LEADERSHIP

United Way Project



SERVANT LEADERSHIP

A philosophy and set of practices that enriches the lives of individuals, builds better organizations and ultimately creates a more just and caring world.

HOW CAN YOU IMPLEMENT SERVANT LEADERSHIP INTO YOUR PERSONAL LEADERSHIP PHILOSOPHY?

REMEMBER:

KNOW YOURSELF!

Being an effective leader involves knowing your strengths and weaknesses. What do you enjoy? What are you good at? What aren't you good at?

DON'T BE AFRAID TO MAKE MISTAKES!

Nobody is perfect – we all make mistakes, but don't let them paralyze you. You miss 100% of the shots you don't take!

FIND A ROLE MODEL!

Effective leaders learn from others. Find someone who embodies the traits you would like to have. How does that person manage their activities? What advice can they give you?

LISTEN, LISTEN, LISTEN!

Some leaders do nothing but talk, but the most effective leaders listen as well. Take time to learn from the people around you, the people you're working with, the people you are serving. Chances are, you will be more greatly impacted than you ever imagined.

SET GOALS

How can you get where you want to go if you don't know where that is? Setting realistic goals and making a difference is like selecting a destination: once you know where you're headed, you can follow a map and road signs to get there. Know the direction you want to head and use resources to achieve your goals.

LOOKING AHEAD AS A LEADER

Creating a Leadership Vision

SHARED VISION:

An objective created and executed through interactions between members of a group or team.

THOUGHT-STARTERS.

1. What is a long-term dream for your life?

2. If you never had to work, what would you do instead?

3. What is one thing you do best?

4. What is one thing you've always wanted to do?

5. What do you want to be when you grow up?

PEBBLES

Your vision: your goals and dreams.

MARBLES

Your support system: family, friends, teachers, mentors, or anyone else who influences and encourages you.

SAND

The little things in life that can cloud your vision and distract you from what you are trying to achieve.

Now that you have a clear picture of your personal vision, develop a vision for a group/organization you are a part of.

LOOKING AHEAD AS A LEADER

Creating a Leadership Vision



LOOKING AHEAD AS A LEADER

Goal Setting – Next Steps

MY 2015-2016 LEADERSHIP GOAL:



SPECIFIC



MEASURABLE



ACHIEVABLE



REALISTIC



TIME-DEFINED

**DEFINE SUCCESS AS YOU
SEE IT. HOW WILL YOU
KNOW WHEN YOU'RE
SUCCESSFUL?**



LOOKING AHEAD AS A LEADER

Goal Setting – Next Steps

Now that you have finished **PART I** of the Nailler Learn2Lead Program, it's time for you to complete **PART II** on your own! Certificates of completion for the program will be distributed to students who complete all three of the follow-up activities, in their entirety, and turn them in on or before

DECEMBER 20, 2015.

ACTIVITY I: Write a letter to yourself about your leadership skills and abilities.

ACTIVITY II: Keep a leadership journal for two weeks.

ACTIVITY III: Create a vision board that shows your leadership and life goals.

ANY QUESTIONS?

Contact Amber Ravenscroft at aravenscroft@edvgroup.org or 304.296.9021 ext. 15.

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