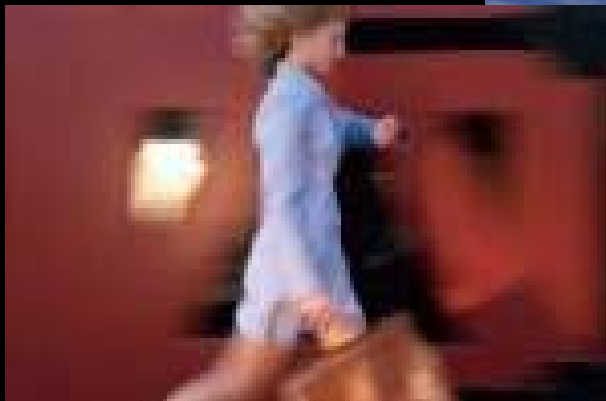


Five Themes of Leadership

The Hard Science and Soft Skills

You Need to Be a Great Leader



Presented by
Nora Riva Bergman

HARD IS SOFT

SOFT IS HARD



Great leaders understand the value of "soft skills."

Five Themes of Leadership

1. Leadership is about vision.

2. Leadership is about understanding that change has changed.

3. Leadership is about relationships: listening, coaching & delegation.

4. Leadership is about self-management.

5. Leadership is about the transformation from "I" to "We."



1. Leadership is about vision.



"The best way to predict the future is to create it." - Peter Drucker



**As a leader, you are
the caretaker.**

***"Treat the earth well: it
was not given to you by
your parents, it was
loaned to you by your
children. We do not
inherit the earth from our
ancestors; we borrow it
from our children."***

- Native American Proverb



To find your vision, you must know your true self.

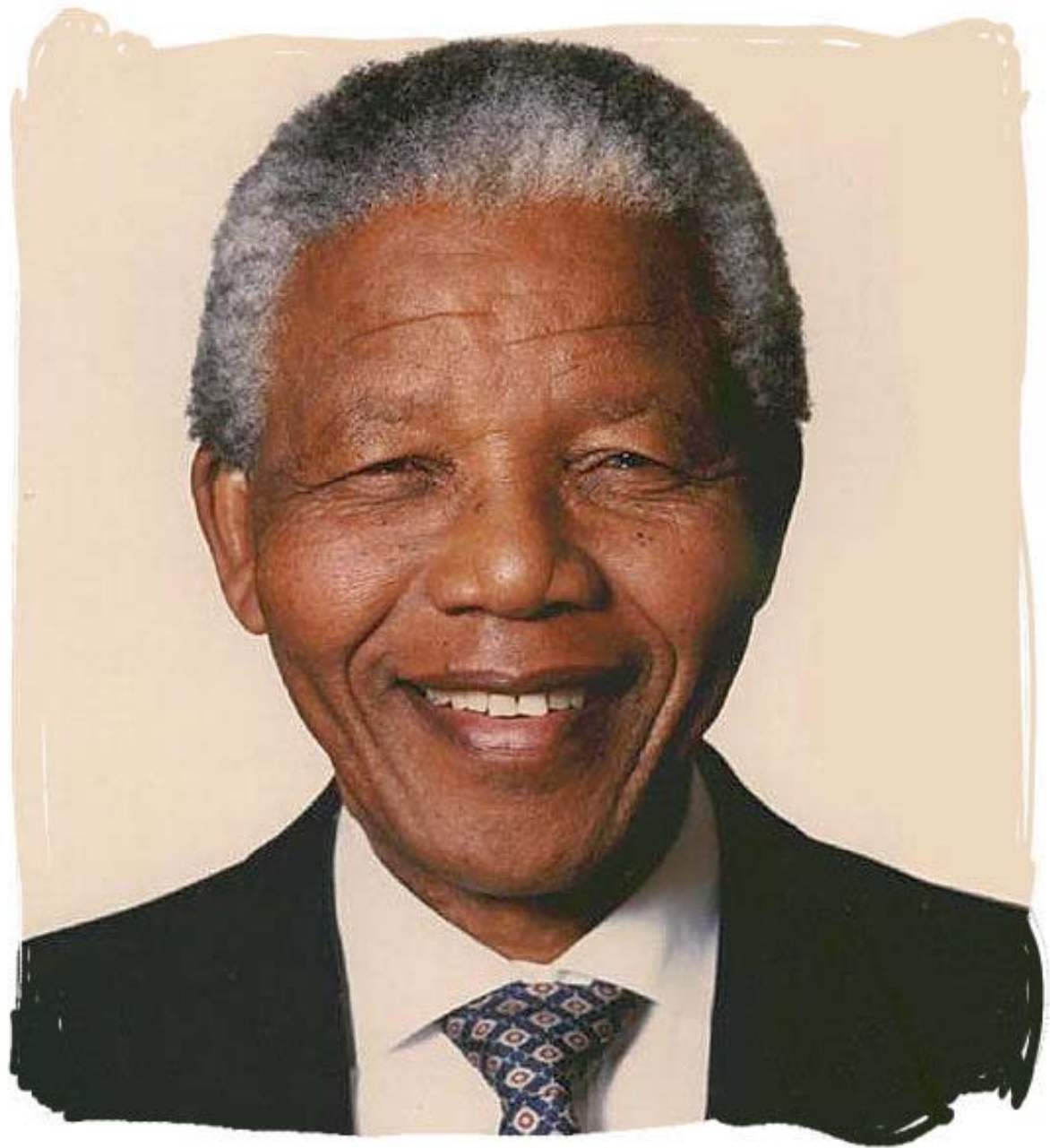
*“What lies behind us, and
what lies before us, are
tiny matters compared to
what lies within us.”*

- Ralph Waldo Emerson

**To inspire others to your vision,
check your attitude at the door.**



**Remember
to smile.**



You Are Here.





To make your vision a reality, you must understand the difference between management and leadership.

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2. Leadership is about understanding that change has changed.



From the Industrial Age to the Conceptual Age



From Left Brain to Right Brain

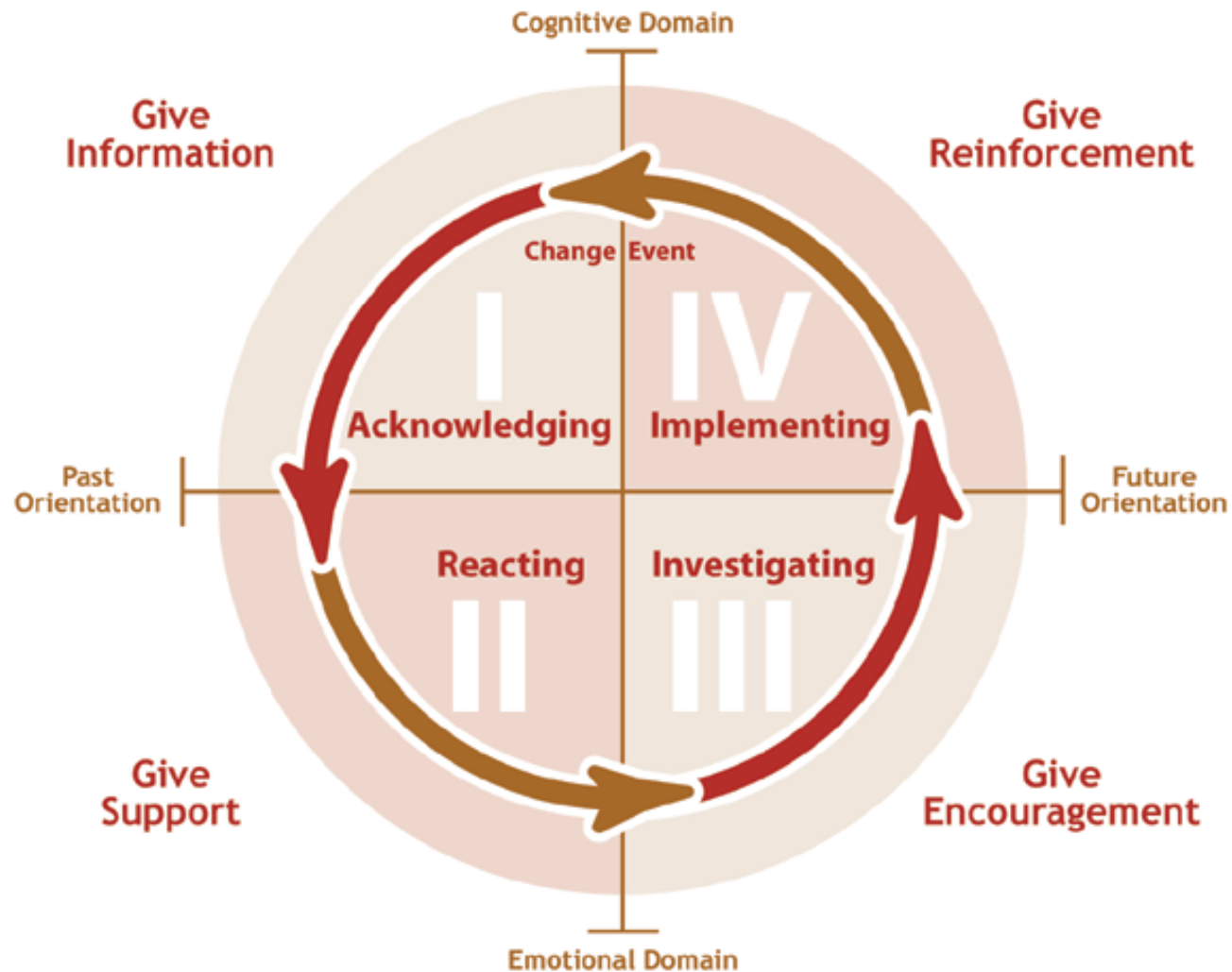
6 Steps to Understanding Change

1. The goal is not to innovate the most.
2. It's not enough to have the best ideas.
3. Appreciate the implementation dip.
4. Redefine resistance.
5. Reculturing is the name of the game.
6. Never a checklist, always complexity.

From *Leading in a Culture of Change*, by Michael Fullan

Four Stages of Change

Discovery Learning Change Process Model



From *Dangerous Opportunity: Making Change Work*, Chris Musselwhite and Randell Jones

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listening, coaching & delegation.



3. Leadership is about relationships: listening, coaching & delegation.



Leaders are great listeners.



When you're not listening, here's what you're saying . . .

- **You don't matter.**
- **I don't care about you.**
- **Your ideas don't matter.**
- **You're wrong.**
- **I don't understand you.**
- **I don't want to understand you.**
- **You're stupid.**
- **I'm too busy.**
- **You're wasting my time.**
- **All of the above.**



How to listen . . .

- Listen. Don't interrupt.
- Don't finish the other person's sentences.
- Don't say "I knew that."
- Don't even agree with the other person. Just say "thank you."
- Don't use the words "no," "but," and "however."
- Don't be distracted. Don't let your eyes wander elsewhere while the other person is talking.
- Maintain your end of the conversation.
- Don't try to impress the other person with how smart or how funny you are.



Count to 50.



Leaders are great coaches and mentors.



Leaders delegate effectively.



Do it.

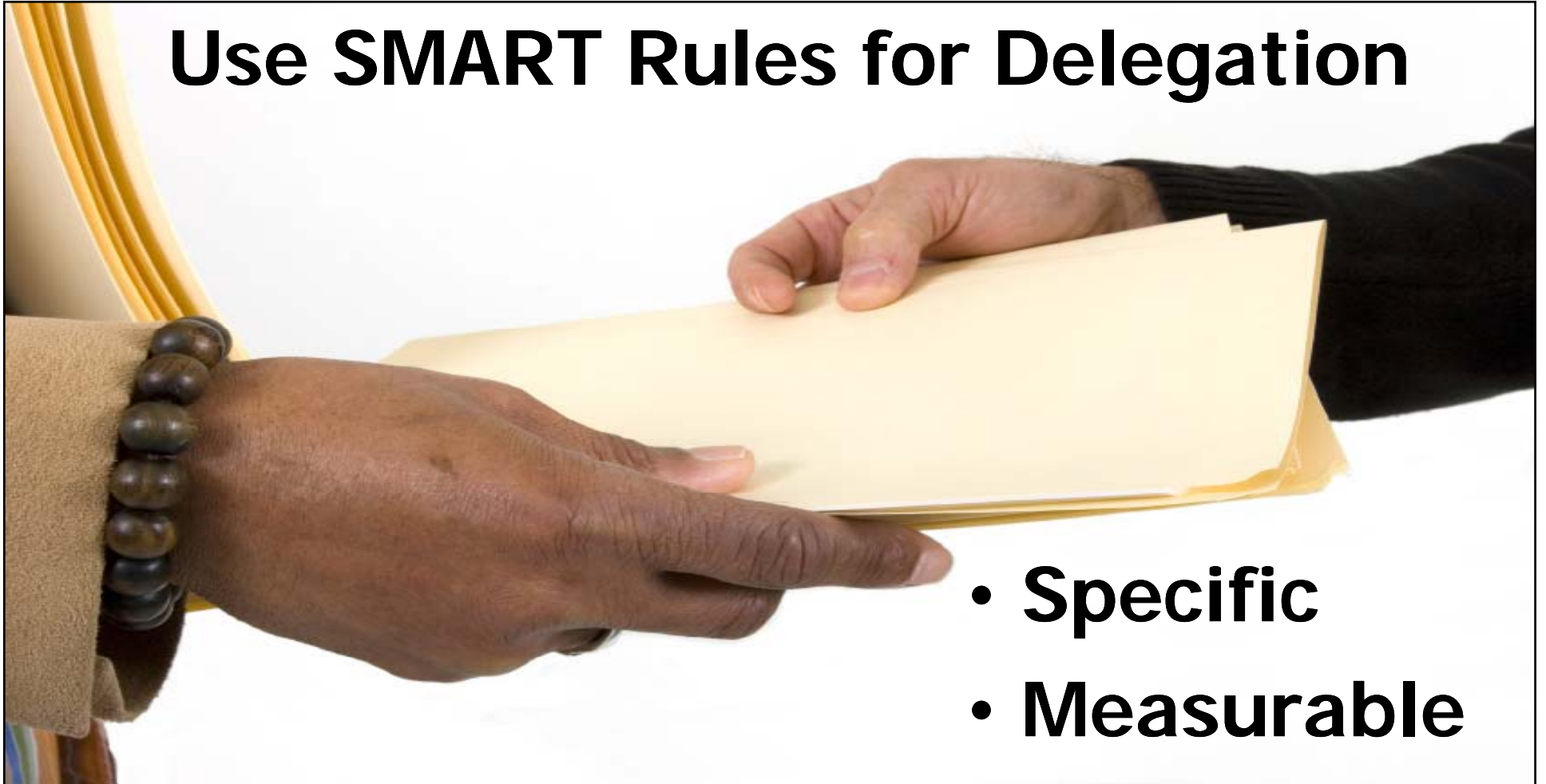
Defer it.

Delegate it.

Dump it.



Use SMART Rules for Delegation



- **Specific**
- **Measurable**
- **Accountable**
- **Realistic**
- **Time-lined**

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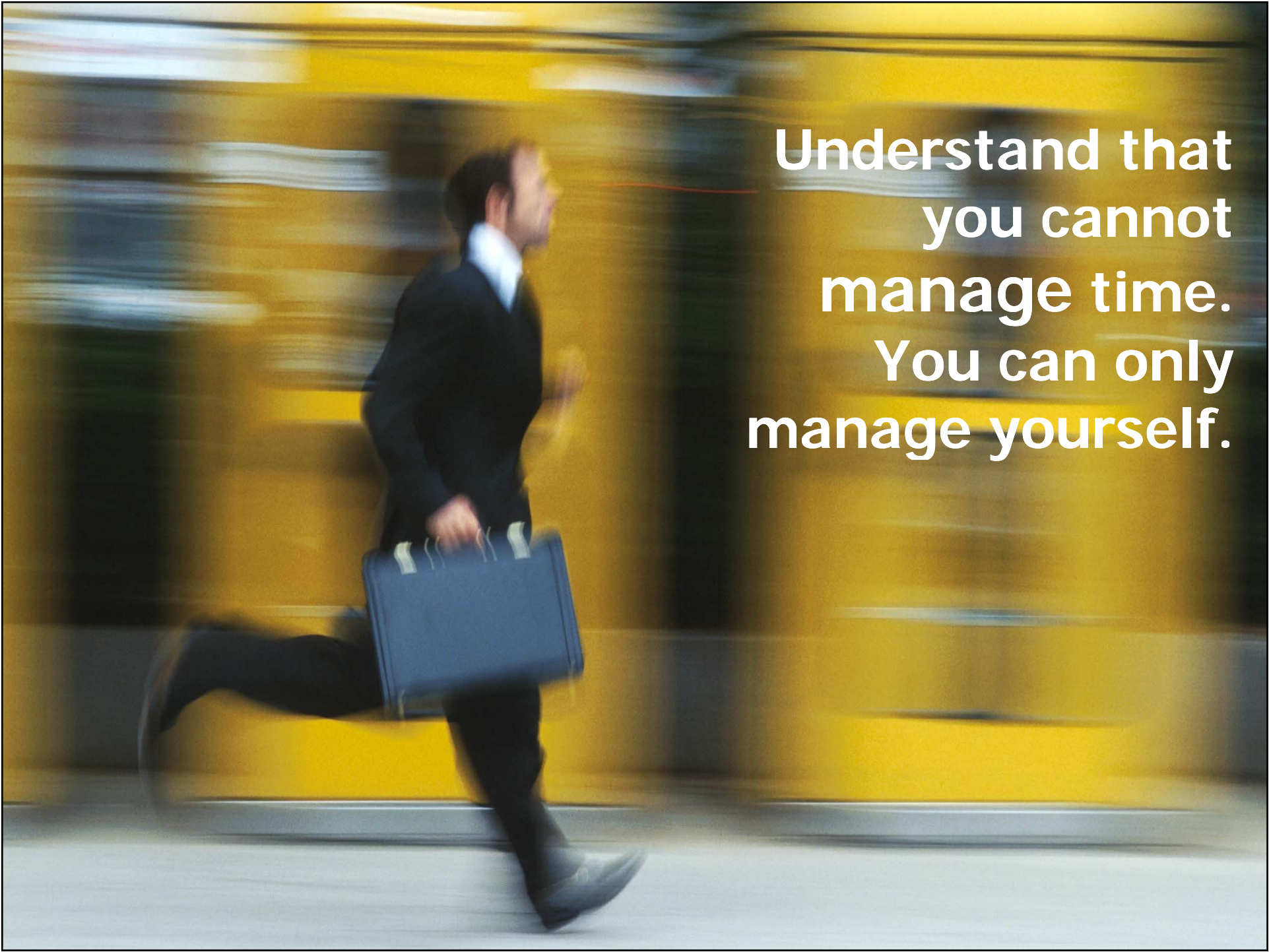
3. Leadership is about relationships: listening, coaching & delegation.

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4. Leadership is about self-management.



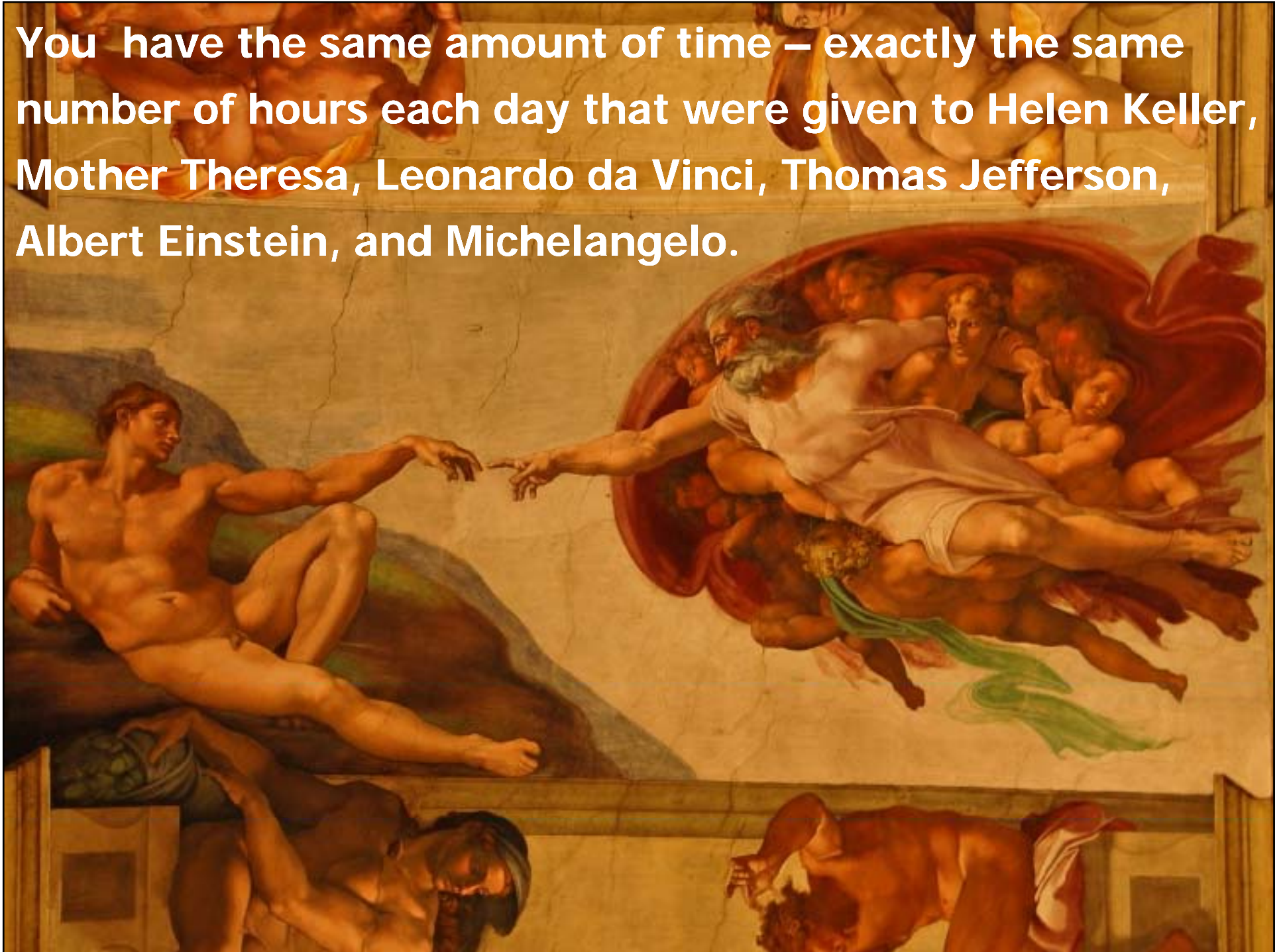
A blurred photograph of a man in a dark suit and white shirt running from left to right. He is carrying a blue briefcase in his right hand. The background is heavily blurred with horizontal streaks of yellow and grey, suggesting a fast-paced environment like a subway or a busy office hallway. The overall mood is one of urgency and haste.

**Understand that
you cannot
manage time.
You can only
manage yourself.**



**Do you
wear the
watch or
does the
watch
wear
you?**

You have the same amount of time – exactly the same number of hours each day that were given to Helen Keller, Mother Theresa, Leonardo da Vinci, Thomas Jefferson, Albert Einstein, and Michelangelo.



Productivity and Time Management Myths

“I have no control over my time. . .”



“There just aren't enough hours in the day. . .”

Ask yourself this question . . .

*Is the highest and best use
of my time right now?*





Can doesn't mean should.



**Take 30 minutes to plan your week.
Take 10 minutes at the end of the day
to plan the following day.**



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"A leader is best when people barely know he exists, when his work is done, his aim fulfilled, they will say: we did it ourselves."

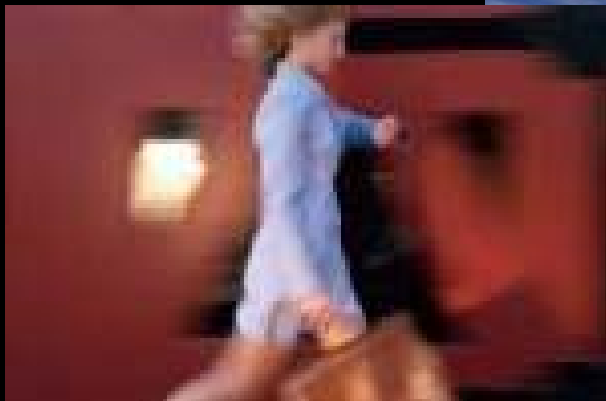
- Lao Tzu



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