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Supervisor Wire

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Published by CARE's WorkLife Solutions to help supervisors in their goal of maintaining a productive workforce

What Gives Someone the Right to Lead?

Reference: An Excerpt from *The Right to Lead* by John C. Maxwell

John C. Maxwell has devoted his career to answering that question. An internationally recognized leadership expert, speaker and author who has sold over 18 million books, John has shared his knowledge with diverse audiences, from international governments to the leaders of Fortune 500 companies, training over 2 million leaders world-wide. In John's book, *The Right to Lead*, he shares true stories about leaders from all walks of life and what made them worthy of followers. Below is the introduction to his book that offers some thoughts to ponder.

What gives a man or woman the right to lead?

It certainly isn't gained by election or appointment. Having position, title, rank, or degrees doesn't qualify anyone to lead other people. And the ability doesn't come automatically from age or experience, either. No, it would be accurate to say that no one can be given the right to lead. The right to lead can only be earned. And that takes time. The key to becoming an effective leader is not to focus on making other people follow, but on making yourself the kind of person they want to follow. You must become someone others can trust to take them where they want to go. As you prepare yourself to become a better leader, use the following guidelines to help you grow:

1. **Let go of your ego.**

The truly great leaders are not in leadership for personal gain. They lead in order to serve other people. Perhaps that is why Lawrence D. Bell remarked, "Show me a man who cannot bother to do little things, and I'll show you a man who cannot be trusted to do big things."

2. **Become a good follower first.**

Rare is the effective leader who didn't learn to become a good follower first. That is why a leadership institution such as the United State Military Academy teaches its officers to become effective followers first and why West Point has produced more leaders than the Harvard Business School.

3. **Build positive relationships.**

Leadership is influence, nothing more, nothing less. That means it is by nature relational. Today's generation of leaders seem particularly aware of this because title and position mean so little to them. They know intuitively that people go along with people they get along with.

4. **Work with excellence.**

No one respects and follows mediocrity. Leaders who earn the right to lead give their all to what they do. They bring into play not only their skills and talents, but also great passion and hard work. They perform on the highest level of which they are capable.

5. **Rely on discipline, not emotion.**

Leadership is often easy during the good times. It's when everything seems to be against you - when you're out of energy, and you don't want to lead - that you earn your place as a leader. During every season of life, leaders face crucial moments when they must choose between gearing up or giving up. To make it through those times, rely on the rock of discipline, not the shifting sand of emotion.

6. **Make adding value your goal.**

When you look at the leaders whose names are revered long after they have finished leading, you find that they were men and women who helped people to live better lives and reach their potential. That is the highest calling of leadership and its highest value.

7. **Give your power away.**

One of the ironies of leadership is that you become a better leader by sharing whatever power you have, not by saving it all for yourself. You're meant to be a river, not a reservoir. If you use your power to empower others, your leadership will extend far beyond your grasp.

We, at CARE's WorkLife Solutions agree with John C. Maxwell that "leadership isn't learned or earned in a moment". Developing great leadership skills takes time and ongoing devotion, which is why we offer a wide variety of training opportunities in this area. Please give us a call today to learn more or visit our website to view our training catalog or take an on-line Leadership Skill Builder.

**We Can Help - Family Problems - Child Care - Personal/Job Stress - Alcohol/Drug Abuse - Marital Tension
Elder Care - Emotional Problems - Legal and Financial Referral - And Much More!**

CARE's WorkLife Solutions - Services are FREE and confidential to employees, their spouses and dependents. Call Toll Free 866.888.1555 or www.caresworklivesolutions.com

Using CARE's WorkLife Solutions Online Skill Builder Training as a Performance Improvement Tool

As managers, supervisors, leaders and coaches, it is our responsibility to guide employees in a positive direction for change and offer them the tools and resources they need to improve their situation and/or performance. You will be most successful in this endeavor by utilizing a variety of options, including the On-Line Skill Building Trainings available on our website. These trainings are designed to give employees the direction they need to change their unfavorable habits and counter-productive behaviors and to lead them in the direction of self-improvement. They can assist employees in many ways to minimize, or eliminate, undesirable choices that create negative outcomes in the workplace for themselves and those around them, including you.

We recommend that you familiarize yourself with the On-Line Skill Builder Training topics that are available and instruct your employee to complete courses that you believe will assist them in overcoming the challenges they are facing. For example, an employee who is struggling with his peers due to the inability to put his thoughts and needs into words may benefit from the "Basics of Effective Communication" Skill Builder Training. We suggest that you meet with the employee to discuss his performance and recommend the topic you have chosen. You also need to be sure they understand how to log on to complete the training and then give them a specific time frame in which to complete the course, such as two weeks or 30 days. Follow-up is critical so be sure to schedule a second meeting with the employee shortly after that deadline and instruct them to bring to the meeting the printable "Certificate of Completion" that each course offers. The certificate will include their name and the date they completed the course. We suggest you keep this certificate in their personnel file.

As a leader, it is up to you to act and deal with performance issues. You do not need to act impulsively, but you must act quickly. The longer an inappropriate behavior is allowed to continue, the harder it will be to change it or stop it. Using on-line Skill Building Training is one method of support for you in addressing these difficult, and sometimes challenging, issues.

Step-by-Step Instructions to go Directly to CARE's WorkLife Solutions Skill-Builders

1. Go to www.caresworklifesolutions.com
2. Scroll down to the "Globe" and enter your unique company password. (Please call CARE's WorkLife Solutions at 866.888.1555 if you do not know your company password.)
3. On the far right of the page is a list of blue tabs starting with "Site Search."
4. Click the button below the words "Site Search." (It has a magnifying glass on it.)
5. A box will open with the word "Go" below it.
6. At this point, you can type in any of the skill builder titles and click on "Go."
7. The website will search for all relative resources it has in this area and the first thing you will see when it opens up to this page are articles.
8. Scroll down and below the articles you will see audios available to download, glossary, resources, assessments (which are great tools for personal feedback), on-line seminars (which are the webinars that have been saved for viewing) and finally the Skill-Builders!
9. The Skill-Builder you are searching for might not be in the top five that are showing.
10. If it is not in the top five, click on "View All" and it will bring up all the Skill-Builders the site has found in your topic area and you should see the one that you are looking for in particular.
11. Remember, the website is designed to bring up the Skill-Builders in a variety of ways. For example, Skill Builders will show up as you look for resources in key areas listed under the tabs in the green section at the top of each page.

Please join us for our quarterly Leadership Link & Learn

Preventing Harassment in a Diverse Workplace

Discussion will include different types of harassment, including sexual harassment, and their implications in the workplace.

Date: Wednesday, April 27, 2011

Time: 8:00 - 10:00 am

Location: CARE's WorkLife Solutions

31900 Utica Road, Fraser, MI 48026

Continental breakfast provided.

A random drawing to win a 1 night stay at
Microtel Inn and dinner for 2 at Texas Roadhouse
will be raffled.

There is no cost to attend but space is limited
so please register in advance.
Don't delay, register today!

By fax: 586.541.0034

By phone: 866.888.1555 ext. 218

By email: scuneo@careswls.com

Online: www.caresworklifesolutions.com



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