

LEARN TO BE A LEADER

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Abstract:

To be a good leader is not only a heritage. It becomes more and more important that leaders have to be trained. They should learn how to be effective leaders, how to gain respect, how to be flexible, but firm. In modern management good leaders are helping people and organizations to perform and develop, that means to concentrate both of the aim of organizations and the employees. That's not easy to have a balance between the two. That's why leaders have to learn how to do this.

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To be a leader is not only a heritage. In our time to develop business is more and more necessary to have good leaders that are not only born as leaders but leaders that are trained to be leaders. Leaders are needed at every level of the organization.

John C. Maxwell, in his work "Developing the Leader Within You" explains that understanding the nature of good leadership is probably easier than practicing it. Good leadership requires deep human qualities, beyond conventional notions of authority.

Since the beginning of written history, many books have been documenting how to be an effective leader. Books describes the lives of a lot of leaders that were the heroes of old as Achilles in Homer's Iliad, King Leonidas of the Spartans, and many Bible heroes including Moses, King David, and of course, Jesus.

Later we've seen leaders come and go: William the Conqueror, Christopher Columbus, George Washington, Robert E. Lee, Winston Churchill, Ronald Reagan, and so many others. We have seen leaders use their effectiveness to bring peace or to ruin nations, but most of us agree that a good leader is simply that: good.

In our times, a lot of stories have been written on how to be a good leader. We can find a lot of magazines that are full of articles on how to lead, corporations spend exorbitant amounts of money each year on leadership training, and studies are constantly being done to determine just what it is that makes a leader tick.

At the beginning the traditional concept of a leader being the directing chief at the top of a hierarchy was nowadays a very incomplete appreciation of what true leadership must be. The management specialists thought that effective leadership does necessarily require great technical or intellectual capacity. These attributes might help, but they are not pivotal. In the modern age more importantly requires attitudes and behaviors which characterize and relate to humanity.

In our days leadership and management are commonly seen as the same thing, which they are not. If you ask someone how a good leader shall be he will answer how managers do act, and that their behavior is not as a leader should be. Effective leadership is much more than directing and instructing people and making important decisions on behalf of an organization.

Good leaders are followed chiefly because people trust and respect them, rather than the skills they possess. Leadership is about behavior first, skills second.

We can compare what does management mean and what does leadership mean: management is mostly about processes but leadership is mostly about behavior. By the

other way management relies heavily on tangible measurable capabilities such as effective planning; the use of organizational systems; and the use of appropriate communications methods.

We can't put equality between leadership and management, because leadership involves many management skills. Leadership instead relies most strongly on less tangible and less measurable things like trust, inspiration, attitude, decision-making, and personal character.

We can also say that leadership does not crucially depend on the type of management methods and processes a leader uses; leadership instead primarily depends on the ways in which the leader uses management methods and processes.

We can conclude that good leadership depends on attitudinal qualities, not management processes.

Qualities needed critical for a leader's relationship with his/her people are quite different to conventional skills and processes: integrity, honesty, humility, courage, commitment, sincerity, passion, confidence, positivity, wisdom, determination, compassion and sensitivity.

People with these kinds of behaviors and attitudes tend to attract followers. Followers are naturally drawn to people who exhibit strength and can inspire belief in others. We can say that it is a link between that qualities, charisma and leadership. These qualities tend to produce a charismatic effect. Charisma tends to result from effective leadership and the qualities which enable effective leadership. Charisma is by itself no guarantee of effective leadership.

A big truth we can assume when we say that some people are born more naturally to leadership than others. Most people don't seek to be a leader, but many more people are able to lead, in one way or another and in one situation or another, than they realize.

People who want to be a leader can develop leadership ability. Leadership is not the exclusive preserve of the wealthy and educated. Many qualities of effective leadership, like confidence and charisma, continue to grow from experience in the leadership role. Even initially surprised modest leaders can become great ones, and sometimes the greatest ones.

In our days ethical leadership is more important than ever. The world is more transparent and connected than it has ever been. The actions and philosophies of organizations are scrutinized by the media and the general public as never before.

Executives, managers, staff, customers, suppliers, stakeholders, etc., need solid philosophical principles (another term would be a 'frame of reference') on which to base their expectations, decisions and actions.

Regarding all these a leader should ask if he leads as a professional. Sometime they have to learn of a leader is not to be a professional leader. The position of a leader is rarely bounded to characteristics as humility and sensitivity. Most of leaders feel the power that they receive with their hierarchical position.

To help leaders we propose three ways to act as a professional leader:

1 - to have a servant's heart: means that the leader is truly looking out for the best interests of the people that he is leading. He truly wants them to succeed and he isn't out for his own personal gain or success! It is about the success of the whole team, and those who have to remember that the team has a common goal is the leader, himself. He has to focus more to the members of the team as to himself.

2 - to be sure to always stay in the know and ahead of the trends: leaders are constantly in the process of making sure they are heading in the right direction. It's important to remember, that it does him no good to find ways of climbing to the top of the ladder faster, if his ladder is leaning against the wrong wall. He has to be sure that always assessing his team's efforts and looking at what is going on within his industry,

what is working well and what isn't, and then make changes accordingly. To do this he has to ask his customers and target audience. There are many modern ways to question customers and to test the market utilizing tools such as Social Media to further improve upon your company.

3 – to maintain his integrity: A true professional leader knows that the real key to developing a successful brand and thriving brand is to stay aware of everything they do and how it reflects their reputation. When his company makes a promise, he does to make sure that he is able to keep it. He does never do or say anything that will put his brand or reputation in jeopardy. He does always be aware of what is going on within his team and business because it all reflects back on him as the leader of the company!

Leading like a true professional is such an important part of developing a successful team and business. One of the most important thing that a leader have to think about is to create an atmosphere of motivated and excited team members. That will all be much better off in the long run!

In this paper we will present also a list o 10 attributes that can help to be an outstanding leader.

1. **Start small** - that means that the leader can't ask his team to achieve high objectives if the team is not prepared to do this. The objectives have to be put gradually and according with the team capacity. In the future the leader can build his team capacity and also ask to reach higher targets;
2. **Try teaching** the members of the team whit his behavior to be an example for the member o the team. He has to take on extra responsibility when given the opportunity.
3. **Earn respect** that implies that he has to let others see that he is someone who can be trusted and depended on. He has to remember that leaders do not demand respect, they earn it.
4. **Be approachable and accessible.** Nobody is too important to talk to employees, customers, contractors or others. One o the target of an effective leader should be to be available to provide direction and leadership. That means to share your time with others• and to pay the attention when they need a suggestion. It suppose to give advises, but in a positive way, especially publicly. Positive words go a long way. In order to learn this important skill, he must learn to read people of their words. He has to find the best way to say something that will connect with that individual. Another think that the leader needs to learn is how to accept a compliment. He should not be embarrassed. A simple "Thanks" works just fine and will make the person paying you the compliment feel appreciated.
5. **Thank people for their contributions.** Each employee expects to be appreciated. One of a need that someone wishes to be satisfied is the self respect. To have self respect he needs to receive the others respect and most of all of his leaders respect. That's why is so important to thank employers for their contribution. The better others feel about their contributions, the more likely they'll want to help you again.
6. **Utilize the personal touch.** A leader should to take time to get to know his subordinates and let the subordinates know him. Sometimes a simply "hello" and asking them how they are doing helps a lot to have a good connection with the team. These are small gestures that can brighten someone's day.
7. **Be flexible about how to attain a goal.** A good leader should to remember that people approach tasks with different mindsets, and that's okay. He has just to relax, take time to consult others, and be flexible. He might find their way is better than whatever plan you had in mind.

8. **Make sure each and every individual feels important.** Each member of the team has to feel as a smaller leader. The better people feel about themselves, the more willing they will be to put extra effort into their work.
9. **Give feedback in a timely manner.** The feedback should be prompt and directed to those who needs it. This includes responding to e-mail and voice messages as quickly as possible.
10. **Take initiative.** Perhaps the greatest quality a leader can possess --and the one that might be hardest to quantify-- is initiative. To be a great leader, he must show initiative to get the job done. He has not to wait to be told to do something, simply do it.

Colin Powell once said, "It's easier to get forgiveness than permission." Move on your instincts, you will often be right.

These concepts can be developed day-by-day and to put them in practice. There are many opportunities to apply all this principles. Working to implement these principles of effective leadership will set the leader on his way to becoming a better leader of tomorrow.

What are the benefits to be learned to be a leader? A trained leader is a better leader, he has more self confidence, he is able to inflow in a positive way his team and gain, himself, a positive attitude that makes him more efficient.

What does the team and the organization gain if they have a trained leader? Let's see how does a leader who learned to be a real leader influence the team.

- **He is able to motivate employees** – A trained leader is able to accomplish and transform sound potential into performance. He will improve the loyalty and commitment of employees towards the organization hence able to motivate individuals to work harder.
- **Increase morale building** – Only a good leader could high employee morale. A trained leader could lift employee's vision to higher sights, raises their performance and builds up their personality. He is able to develop good human relationships, facilitates interactions, maintains voluntary cooperation and discipline among work groups/followers
- **Create confidence between the member of the team** – He is like a coach who creates and sustains self-confidence and enthusiasm among his workgroup. He also guides and advices the team and is able to recognize their qualities and capacity. The leader acts both as a coach and counselor, setting examples for others. He serves as a paternal figure and members gain strength and security by identifying emotionally with him.
- **Coordinate** – The trained leader is in the middle of the team, he gives mutual understanding and team-spirit among his/her followers creating a community of common interest by harmonizing organizational goals and individual interest of the subordinates. He is a risk manager, also, because he is able to resolves internal conflicts by serving as arbitrator amongst opposing factions. He is as a magnet by being the cohesive force which holds the group intact to achieve the company's goals.
- **Facilitate changes** – He is not one of them who resist to changes. Contrary, he is able to convince people about the need for change. In the actually business world full of uncertainty and change, a business leader becomes a vital element in the very process of change itself.
- **To set goal** – A good trained leader is able to set objectives/goals and provides guidance, interpretation in achieving them.
- **To represent** – In many cases if you look to the leader's characteristics you can guess how his team is. He is the person who is in the front of the team, the image of this.

- **Increase motivation** - Good leaders know how to and what motivates their employees. Good leaders can motivate in different manner using this information to craft effective messages in emails, newsletters, meetings and interpersonal interactions to push their employees to new heights.
- **Decrease conflict** – If a team has not a good leader conflicts take part very often. Individuals will constantly test the people in charge, and each other, in a play for power. Effective leaders command respect, which mitigates the frequency of such challenges. Because good leaders are effective interpersonal communicators can more efficiently diffuse interoffice conflicts.
- **Increase employee retention** – Trained leaders are able to build trust with their employees through transparent and constructive communication. He gives to employees a voice and makes them feel appreciated. That will increase the level of employee job satisfaction and lower rates of turnover.
- **Increase talent development** – Efficient leaders are concentrated to the team member's talent, to give them the opportunity to develop their talent, to achieve higher in the hierarchy of the organization, to build a career. He has also to find the right place of the employee to explore his talents. An effect of good leadership is often the cultivation of highly talented employees. Good trained leaders will provide thorough, personalized evaluations of employees with constructive criticism and mentor those who show potential.

What are the benefits for organization to have well trained leaders?

The benefits of leadership are numerous – they include:

- **Increase organization** – He is the eagle eye. He has a unique ability to see the big picture. This trained leader can see the perspective and the way the things work. He will identify weaknesses and seek a solution to the problem.
- **Enable a business** to develop deeper and more trusting relationships with its clients
- **Help businesses** and organizations convince their investors to fund the next project.
- **Create enthusiasm** in the organization through times of challenge or difficult change
- **Gaining the ability to negotiate** complex contracts that benefits all sides
- **Nurturing a corporate culture** that engenders loyalty and retention
- **Increase efficiency** – that means that a good leader will help to grow economical and financial performance of the organization.

Concluding we can say that talent is very important for a leader, but it is only a small part of what makes someone to be a good leader. Most of the characteristics have to be learned, that's why we propose to all those who wish to build a successful business have to look for trained leaders, or to encourage native leaders to learn to be good leaders.

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