The LEADERSHIP FRAMEWORK

Sample: This sample contains a preview of the Framework and how to apply it. To purchase go to www.kawconsulting.com

A **KAW Consulting**
Manager's Toolkit Title

INTRODUCTION

The goal of leadership is getting others to do what you think should be done. If you've ever had a leadership position, you know how difficult this can be. Yet, being able to lead successfully is one of the most important skills you need to develop to succeed in Supervision, Management, or Leadership in just about any organization.

KAW Consulting's *Leadership Framework* is a tool you can use on a day-to-day basis to enhance your ability to lead effectively. It's based on the basic key actions you need to take, as a leader, so the people you want to follow you, will. It's applicable to all kinds of situations that require the use of basic leadership skills, from situations that you may face as a Supervisor, Manager or Project Leader, to complex high-level leadership activities, such as providing executive leadership for an organization. It's suitable for use in all types of organizations whether they be companies, non-profits, governmental organizations, or volunteer groups.

Leadership Framework

Manages Accomplishment
Proactive/ Willing to Act
Confronts Problems & Barriers
Sets & Communicates Vision/Direction
Leadership
Empowers Others
Establishes & Maintains Credibility
Sets the Example
Gets Commitment

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Leadership efforts that succeed usually contain 8 key elements. These are:
- Being proactive and willing to act.
- Setting and communicating a clear vision and direction.
- Establishing and maintaining credibility with the people you're trying to lead.
- Getting commitment.
- Setting the example.
- Empowering others to do what needs to be done.
- Confronting and overcoming barriers and obstacles.
- Managing accomplishment of day-to-day efforts.

On the other hand, leadership efforts that fail, usually don't meet all of these criteria. They are often lacking, and seriously so in one of the key areas. The Framework allows you to make sure that you have each of the key areas covered.

APPLICATION GUIDE

To apply the Leadership Framework to a problem or situation:

- Look at each element and attribute in the Table below. For each element, list the specific actions you've taken in regard to the problem situation and evaluate your progress.

- For elements needing improvement or not yet addressed, look at the Sample Actions in the right hand column for ideas on things to try.

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- Generate an Action Plan of needed leadership tasks based on your analysis.

- Schedule the tasks into your overall work plans/to-do list and calendar, and execute.

Framework Element	Attribute	Sample Actions
• **Proactive/Willing to Act**	• Willing to accept responsibility and take needed actions	• Deciding to Act • Doing needed Planning

• **Sets & Communicates Vision/Direction**	• Specifies desired future, how it adds value, and changes needed.	• Can Answer and Explain:
		  - Where are we headed?
		  - Why is it important?
		  - What's the benefit?
		  - What needs to change?