

Leadership Mindset

- Think & Discuss in **OUTCOMES** versus Activities, It's the Language of **ACHIEVEMENT**
- Focus meetings on outcomes (**DECISIONS, ACTIONS & ALIGNMENT**)
- To Successfully Lead Others and also Have a Life! – Live **NIFO** – Nose In, Fingers Out
- Enable the **GLUE: TRUST, INFORMATION SHARING** and **COMMON PROCESSES**
- Success is a Team Sport...Think **WHO** - The Right **WHO** Gives you a better **HOW**
- The Equation of Success/Influence is **WHY > HOW**, Leaders are the **WHY PEOPLE**
- Successful Leaders are the **WHY** People...a **CEO** is really the Chief **EXPLAINING** Officer



Leading Yourself

- Focus on Getting You to Understand You – Ask for **FEEDBACK** and Invest in some **REFLECTION** on It
- The Most Successful Leaders and Influencers are **CONSISTENT** in their Behaviors
- Focusing on Growing your **STRENGTHS** and Understand that You Have Two Types of Weaknesses
- Your Two Weaknesses – Those that **SLOW YOUR STRENGTHS** (your Focus) and those that Don't Slow Them
- Always **SURROUND YOURSELF** with People Who Have Strengths in your Weaknesses You Shouldn't Work On
- For More Influence with Others, Determine your **ATTITUDE** Ahead of Time
- Remember the Equation of Credibility **DO = SAY** and Choose to Live It each Day
- Understand What You Need to Be Able to Feel in **CONTROL** - Gain Control More Through **PEOPLE** vs **INFO**
- Seek Out **MENTORS** to Help to Grow Faster and also Learn How to Better Package your Messages
- Focus on **ONE** Key Personal Development **HABIT** at a Time, and Make It **AUTOMATIC** (a Habit)

Influencing Others

- The Outcome of Communication is Getting Others to **THINK, FEEL & DO**
- Use **STORIES** and **EXAMPLES** to Amplify your Key Messages, and They are More Memorable Too
- Successful Communicators are **CONSISTENTLY DIFFERENT** – Adapting to Others (Personalities/Culture)
- Money Provides **FOCUS** (Attention) and You Only Get Motivation If They **ATTACH** Something to It
- Keep in Mind the Key Motivators – **RELEVANCE** (Visibility), **POWER** (Choice), **PRIDE** (Recognition)
- Ask More **QUESTIONS**, as Every Time You Give the answer, You Save Others from Thinking
- Your Influence and Power is Through your **RELATIONSHIPS** – It is Where You **MANAGE PERCEPTIONS**
- To Play Successful Politics – Remember to **BUILD** your Key Relationships **BEFORE YOU NEED THEM**
- Capture the **EXACT WORDS** of Others and Use It in your Communications Back to Them
- Build & Maintain the **SUPPORT** for Change at **ALL LEVELS** of the Organization – Drive the **MOMENTUM**

Driving Performance

- Make Goals & Achievement **VISIBLE** (**PEER PRESSURE**) and Keep an **EYE OUT** for Potential **CONFLICT**
- Decide **UPFRONT** How **DECISIONS** Will Be **MADE**...It Stops People Waiting for Decisions Which Slows the Pace
- Remember to **FOLLOW-UP** in All Different Ways, Follow-up Done Creativity Can Mean **THIS IS IMPORTANT**