Welcome to CCEI966

Employees are much more likely to feel motivated when they are part of an organization with effective, dedicated leadership. An organization’s success begins with its leadership. But success is produced and maintained by the staff as they bring the leadership’s vision and policies to reality. As an organization’s leadership improves, so does the sense of unity and common purpose among staff members. This course discussed the role that effective leadership has on staff retention and motivation.

Course Objectives:

- Define the key guiding principles for successful organizations
- Differentiate between effective leadership and effective management
- Compare and contrast different management approaches
- Identify and define important leadership characteristics and competencies
- Identify the characteristics of “empowered” employees and define the role of an “empowering” leader

References:


What Do Organizations Need to be Successful?

List and define Covey's four guiding principles:
Important Fact

Manager is a __________________
Leader is a ___________________

A manager:
•
•
•

A leader:
•
•
•
•
•
•

Seven specific competencies for a successful center manager:
1. 
2. 
3. 
4. 
5. 
6. 
7. 

The Leadership Approach
Summarize the main differences between the approaches of Director A and Director B in the case study.

Describe leadership qualities illustrated by Director B's approach (see slide 57-58)
Characteristics of a Leader

The following are eight characteristics of leaders:

1. Moral Principles
2. Vision/Philosophy
3. Courage
4. Energy/Stamina
5. Optimism
6. Resilience
7. Competence
8. Empathy

Take a few minutes to record a brief definition, in your own words, about what each characteristic means to you. Then, add more notes to each characteristic as you read through slides 70-90.

1.

2.

3.

4.

5.

6.

7.

8.

Motivation through Empowerment

What is empowerment?
Why is **empowerment** important in an organization?

What is the **micromanagement**?

What if employees don't want empowerment?

**Guidelines for Creating an Empowered Team**

List and describe the 3 keys to creating an empowered team:

1.

2.

3.

What is the leader's role on an empowered team?

**Action Plan**

Many useful suggestions were detailed in this course. Creating an action plan is one way to use new information in a positive and personally meaningful way. To create an action plan you need to do the following:

1. **Personalize**: write down one or two ideas that are the most meaningful to you.
2. **Make realistic commitments**: set goals to put these new thoughts into action.
3. **Document your plan**: write down your goals and the steps you will need to take to achieve them, along with deadlines.
4. **Build in accountability**: swap your goals with a colleague and contact each other to discuss your progress.
5. **Assess your progress**: set a date every month to do a progress check on your goals and make adjustments to action steps if need be.
6. **Celebrate your success**: acknowledge and celebrate the completion of each step.