



DHIR & PARTNERS SDN BHD

What Makes A Good Leader





LEARNING OBJECTIVE

By the end of the session , the participants should be able to:

- ☐ Describe traits that embody good leadership
 - ☐ Reflect a personal areas of improvement with respect to building leadership skills
 - ☐ To ensure the goals the team align with the larger goals of the organization
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- ❖ Huraikan ciri-ciri yang merangkumi kepimpinan yang baik
 - ❖ Mencerminkan bidang peribadi penambahbaikan berkenaan dengan membina kemahiran kepimpinan
 - ❖ Untuk memastikan matlamat pasukan sejajar dengan matlamat organisasi yang lebih besar





What is definition of good leader ?

- ❑ The definition of a good leader is they communicate appropriately and motivates and inspires others to contribute their best efforts.
- ❖ Definisi pemimpin yang baik ialah mereka berkomunikasi dengan sewajarnya dan memotivasi dan memberi inspirasi kepada orang lain untuk menyumbang usaha terbaik mereka.





What makes a Good Leader

5 keys to becoming a Good Leader :

1. Being a good leader requires great communication
2. Good Communication brings us to build connections with your team members.
3. You'll want to always keep a positive attitude.
4. A good leader will also create clear goals and set expectations.
5. You always want to deliver constructive feedback.





What makes a Good Leader

1. Being a good leader requires great communication.	1. Menjadi seorang pemimpin yang baik memerlukan komunikasi yang hebat.
<ul style="list-style-type: none"> ➤ Engage in <u>open and honest communication</u> with your team and the people you lead, when you speak, <u>be specific</u>, <u>direct</u>, and <u>clear</u>. ➤ But remember that <u>listening is more than talking</u> as leader, and having back and forth conversations is much more effective than a monologue or directive. ➤ <u>Communicate by being present physically</u> as well as staying engaged with your team. ➤ Always have your <u>actions back up your words</u>. ➤ People will <u>follow a leader who is credible, trustworthy and transparent</u>. 	<ul style="list-style-type: none"> ❖ Libatkan diri dalam komunikasi terbuka dan jujur dengan pasukan anda dan orang yang anda pimpin, apabila anda bercakap, nyatakan secara spesifik, terus dan jelas. ❖ Tetapi ingat bahawa mendengar adalah lebih daripada bercakap sebagai pemimpin, dan mengadakan perbualan berulang-alik adalah lebih berkesan daripada monolog atau arahan. ❖ Berkomunikasi dengan hadir secara fizikal serta kekal terlibat dengan pasukan anda. ❖ Sentiasa minta tindakan anda menyokong kata-kata anda. ❖ Orang akan mengikut pemimpin yang berwibawa, amanah dan telus.





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2. Good Communication brings us to build connections with your team members.

- Connections are key to building relationships that will guide your team through challenges to achieve continual success.
- Keep it in the forefront of your thinking that people are more important than things and tasks needed to be completed.
- If a team member needs to discuss something with you, take the time or make an appointment within the day.
- If you're constantly too busy too busy to talk, team members will stop coming to you, and morale will suffer.
- Get to know your team members beyond the work environment too.

2. Komunikasi yang baik membawa kita kepada membina hubungan dengan ahli pasukan anda.

- ❖ **Sambungan adalah kunci untuk membina hubungan** yang akan membimbing pasukan anda melalui cabaran untuk mencapai kejayaan yang berterusan.
- ❖ Simpan di hadapan pemikiran anda bahawa **orang lebih penting** daripada perkara dan tugas yang perlu diselesaikan.
- ❖ Jika ahli pasukan perlu membincangkan sesuatu dengan anda, **luangkan masa atau buat temu janji dalam sehari**.
- ❖ Jika anda sentiasa **sibuk terlalu sibuk untuk bercakap**, ahli pasukan akan berhenti datang kepada anda, dan semangat akan terjejas.
- ❖ **Kenali ahli pasukan anda** di luar persekitaran kerja juga.





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| <ul style="list-style-type: none">➤ What are their <u>interests</u>, what <u>motivates</u> them, who and <u>what is important to them</u>? Share about yourself too.➤ When people know <u>you care</u>, they will be <u>happier</u>, <u>more productive</u> and <u>responsive</u>. | <ul style="list-style-type: none">❖ Apakah minat mereka, apa yang mendorong mereka, siapa dan apa yang penting bagi mereka? Berkongsi tentang diri anda juga.❖ Apabila orang tahu anda mengambil berat, mereka akan lebih gembira, lebih produktif dan responsif. |
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What makes a Good Leader

3.You'll want to always keep a positive attitude.

- As a leader , having a positive attitude is vital to maintain your team and company's determination.
- The type of energy you bring to the team will be recognized and amplified, so make sure you're modelling the attitude you want your team to have.
- Keeping a positive attitude means being supportive, encouraging and hopeful in both your thoughts and actions.
- Look at problems as challenges to tackle together and overcome.
- View mistakes and setbacks as learning experiences and team-building opportunities,Being genuinely positive means you have to take care of yourself too.

3. Anda pasti mahu sentiasa mengekalkan sikap positif.

- ❖ Sebagai pemimpin, mempunyai **sikap positif** adalah penting untuk mengekalkan keazaman pasukan dan syarikat anda.
- ❖ Jenis tenaga yang anda bawa kepada pasukan akan dikenali dan diperkuatkan, jadi pastikan anda **memodelkan sikap yang anda mahu pasukan anda miliki.**
- ❖ **Menjaga sikap positif** bermakna menyokong, menggalakkan dan berharap dalam kedua-dua pemikiran dan tindakan anda.
- ❖ **Pandang masalah sebagai cabaran** untuk diatasi bersama dan diatasi.
- ❖ **Lihat kesilapan dan kemunduran sebagai pengalaman** pembelajaran dan peluang membina pasukan,Menjadi benar-benar positif bermakna anda perlu menjaga diri anda juga.





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| <ul style="list-style-type: none">➤ Allow yourself time to <u>destress</u>, exercise, eat healthy and <u>nourish your mind</u>.➤ The time you take daily to ensure <u>you're balanced</u> and <u>energized</u> will have a direct, beneficial effect on your team. | <ul style="list-style-type: none">❖ <i>Berikan masa kepada diri anda untuk destress, bersenam, makan sihat dan menyuburkan minda anda.</i>❖ <i>Masa yang anda ambil setiap hari untuk memastikan anda seimbang dan bertenaga akan memberi kesan langsung dan bermanfaat kepada pasukan anda.</i> |
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What makes a Good Leader

4. A good leader will also create clear goals and set expectations.

- They properly relay their expectations so each team member knows what to strive for individually and as a team.
- Include your team in the goal-setting process so that they have a sense of ownership and motivation to achieve the objective.
- Clearly explain the vision of your company or project, and let collective inspiration from all team members determine how the vision will be perceived.
- Revisit goals regularly as well. This is not only the team stay on track but also gives you a chance to celebrate accomplishments and make changes when needed.

4. Pemimpin yang baik juga akan mencipta matlamat yang jelas dan menetapkan jangkaan.

- ❖ Mereka **menyampaikan jangkaan mereka** dengan betul supaya setiap ahli **pasukan tahu apa yang perlu diusahakan** secara individu dan sebagai satu pasukan.
- ❖ **Sertakan pasukan anda dalam proses penetapan matlamat** supaya mereka mempunyai **rasa pemilikan** dan **motivasi untuk mencapai objektif**.
- ❖ **Jelaskan visi syarikat atau projek anda dengan jelas**, dan biarkan inspirasi kolektif daripada semua ahli pasukan menentukan cara visi itu akan dilihat.
- ❖ **Semak semula matlamat** dengan kerap juga. Ini bukan sahaja **pasukan kekal di landasan** tetapi juga memberi anda peluang untuk **meraikan pencapaian** dan **membuat perubahan apabila diperlukan**.





What makes a Good Leader

5. You always want to deliver constructive feedback.

- This may be one of the most challenging aspects of your role, but being capable of giving and receiving constructive feedback is crucial to being a good leader.
- Employees and team members need to know, and in most cases want to know, how they can improve, and you need to provide the resources to help them do that.
- The goal of giving feedback is to empower your team members, improve their performance, and boost team engagement.
- Ensure you maintain that positive attitude when you respond.
- Constructive criticism identifies what's going right as well as what went wrong while providing solutions.

5. Anda sentiasa mahu menyampaikan maklum balas yang membina.

- ❖ *Ini mungkin salah satu aspek yang paling mencabar dalam peranan anda, tetapi **berkemampuan untuk memberi dan menerima maklum balas yang membina** adalah penting untuk menjadi pemimpin yang baik.*
- ❖ *Pekerja dan ahli pasukan perlu tahu, dan dalam kebanyakan kes ingin tahu, cara mereka boleh bertambah baik, dan anda **perlu menyediakan sumber untuk membantu mereka** berbuat demikian.*
- ❖ *Matlamat memberi maklum balas adalah untuk **memperkasakan ahli pasukan anda**, meningkatkan prestasi mereka dan meningkatkan penglibatan pasukan.*
- ❖ ***Pastikan anda mengekalkan sikap positif** itu apabila anda bertindak balas.*
- ❖ ***Kritikan membina** mengenal pasti perkara yang berlaku dengan betul serta perkara yang salah semasa menyediakan penyelesaian.*





What makes a Good Leader

- Before giving feedback , ask your team members questions that will encourage them to talk about any challenges they're facing or the achievements they're experiencing.

- ❖ Sebelum memberi maklum balas, **tanya ahli pasukan anda soalan** yang akan **menggalakkan** mereka bercakap **tentang sebarang cabaran** yang mereka hadapi atau **pencapaian** yang mereka alami.

