

Leadership Skills

What Are Leadership Skills?

Leadership skills are the strengths and abilities in an individual that help them in overseeing processes, guiding initiatives and steering their team members towards achievement of goals. An effective leader creates a motivational vision of the future, inspires people to work towards it, manages delivery of the vision and builds a team so that it is more effective in achieving it. A few important traits of a leader include:

- ☐ Determined and Committed; drive the team towards a goal based on the work plan
- ☐ Risk takers; make calculated decisions even though there is uncertainty involved
- ☐ Motivators; inspire innovate ideas and draw the team towards the unified goal
- ☐ Communicators; listen actively, speak effectively and write persuasively

Why Are They Important?

Any team or organization takes the personality of their leaders, which is why it is absolutely vital for a team to have a good leader. If you are thinking why should I strive to be a leader, here is an answer:

1. **Develop Confidence:** Whether you are a student or a working professional, leadership skills will boost your confidence tremendously. Leading a team requires excellent communication skills and the charisma that motivates people; if you incorporate these qualities in your personality, you will naturally feel confident about it.
2. **Enhance Communication Skills:** This is another vital soft skill, which is discussed in our other guide. As a leader you become the voice of your team. Your effective communication of goals and agendas improves not only the output of the project but also the morale of the team. As a leader, the more effectively you communicate the more closer you will get to your goal.
3. **Build Accountability:** A leader is responsible for their team's actions, they have to make sure that the tasks are done and that every member is working to the best of their abilities. As a leader, if you demonstrate accountability and responsibility and gain the trust of your peers and superiors, this trait will help you at every stage of life.

4. Grow Networks: As a leader, one has to communicate with various administrators, leaders, and other high profile figures. Building relationship with these people can yield valuable personal and professional contacts.
5. Increase Recognition: A leader becomes the face of the team, so if your team is performing well under your guidance, individuals from all fields will recognize you.
6. Boost Problem Solving Skills: Leadership experiences allow you to hone problem solving and multitasking abilities that every successful future demands.
7. Strengthen Resume: Employers recognize the responsibilities that a leader takes on, and therefore, with leadership experience on your resume, you are more likely to get attention from the hiring manager.

Ways to develop leadership skills

1. Understand yourself: Analyze yourself and understand your strengths and weaknesses – this is the first step towards understanding others. Know your abilities and utilize them to deliver goals efficiently. Play your strengths and improve on your weaknesses.
2. Take initiatives and accept responsibilities: A typical boss outsources all roles to the team as and when they come, but a good leader doesn't wait around for others to get things started, instead they act on opportunities, set an example and work 'with' the team towards completion of goals.
3. Be enthusiastic and optimistic: Positive energy is contagious, and so is the lack of it. If people see their leader working enthusiastically, they will follow your lead. Inspire your team to work efficiently and develop an optimistic work environment.
4. Be passionate: This is a major trait in any leader. Would you look up to someone for guidance if they did not truly care about the goals of the team? Of course not! Great leaders are not just focused on getting team members to finish the tasks; they have a genuine passion and enthusiasm for the projects they work on.
5. Motivate people: Just getting people to finish their work is not a sign of a good leader; you need to motivate them and make sure they enjoy the tasks that are assigned to them. You should be friendly, understanding, fair and firm to get your team to give their best to the project.
6. Discipline: Discipline is a must for execution of a plan, even if your idea and vision is excellent, it is useless without proper discipline in the team. To be a good leader, exercise self-discipline and others will follow your lead.
7. Be patient: When you are working in a team, people are bound to make mistakes. You need to learn patience as no one respects an angry leader. Be constructive, tactful and tolerant when offering criticism to anyone.
8. Develop critical thinking: Good leaders are able to foresee difficulties before they happen and

can develop ways to prevent it. They are also aware of potential opportunities and use them to their advantage to benefit the team.

9. Set concrete goals and follow action plans: You need to know your destination before you start working on a plan to reach there. Design your action plan by setting a definitive goal, then work backwards from your goal to the present day and formulate action items that you will adhere to.

10. Common sense is not common! As a leader, you will be in a lot of fixes where you will have to

take prompt decision, and this is where common sense will help you.

11. Improve yourself by learning new skills: In the end, the idea is to always keep learning new things in life. Every experience will add value to your personality, and therefore, it is important to explore and try new things. Take a class in your favorite sports or hobby, learn a new language, strive to improve as you go forward in life, and you will be good to go!

Good leadership skills are a key ingredient in the recipe for success. These skills will help you at every step in your life; they will open several doors of opportunities for you, enhance your personality and fill you with confidence and zeal.