

## **Leadership Skills for Lead Operators**

- 1) Make it very clear to employees you are responsible for your shift
- 2) Ask others on your shift if they fully understand their job responsibilities
- 3) Ask others on your shift if they are comfortable in their position or feel they need more training
- 4) Listen to others on your shift.
- 5) Remember your shift is all on the same team after same goal. Work with them not against them
- 6) Let them know that since you are responsible for the shift that you will check behind their work
- 7) Let them know that they can come to you with conflict of another employee or even you and you will discuss it. If they are unhappy with your response let them know the both of you will sit down with Plant Manager.
- 8) Praise employees on your shift when you feel they are doing well. A pat on the back can go a long way.
- 9) Do not discuss your employees with another shift. Rumors travel quickly.