# Tool: Best Practices for Leading Effectively

How can you be both a manager and a leader? What you think and believe, how you act, and how you connect with others are important to the people you supervise. Every day, your staff thinks about the interactions they have with you and ask themselves, “Can I trust this person?” How hard they work, how committed they are, and their willingness to accept your guidance are dependent on their answer to this question. So you need to ask yourself, How can I productively influence others? By building trust and focusing on building authentic working relationships, you can become an influential leader.

To begin this process, it is critical to identify four key myths about being in charge as well as the realities that should replace them.

1. ***Myth #1:*** With my job title comes complete power and authority.

***Reality:***  You are dependent on your team and cannot be successful without them.

1. ***Myth #2:***I must control and obtain compliance from my subordinates.

***Reality:*** You need their commitment to you and your plan for your department. However, control does not equal commitment. Trust engages commitment.

1. ***Myth #3:*** My job is to manage others through how I reward and punish.

***Reality:***  To generate trust, you need to develop relationships with your staff, engage what they care about with your vision, and simultaneously create a culture that enables the entire team to fulfill its potential. You need to work both individually and through the collective.

1. ***Myth #4:*** My job is to make sure the operation runs smoothly.

***Reality:*** Your job is to enhance the department’s performance through continuous growth.

Differentiating between the myths and realities that exist is the first step to generating trust and becoming an authentic leader.