

Practical Management for Career Readiness



Fundamentals of Management

Module 1



with Dave Nagy

Module 1: Objectives

- Describe the difference between **managers** and **leaders**

Module 1: Objectives

- Explore the focus of a **manager's** job

Dave Nagy



- Retired Senior Manager - Hallmark Cards
- Owner / Partner in Bolero Associates, LLC
- University teaching
 - UCI Extension since 2000 – ACP/International Program, Brazilian MBA, International MBA, courses & seminars
 - CSU Fullerton from 1997 – 2002
- UCI Extension – 2014 Distinguished Instructor Award
- Former Chairman Industry Council at Cal Poly Pomona – School of Business, TOM Department (Technology, Operations & Mgmt)
- Speaker and author on change and high performance teams
- Former Chairman of the Board – Goodwill Industries of OC & Western Council of Goodwill Industries
- Certified Lead Auditor – ISO 9001-2008, ISO/TS16949
- Consulting General Manager for machine shop

Fundamentals of Management

An introduction to the concept of
manager versus leader

Managers

Individuals who plan, administer, direct, and controls the use and coordination of resources to achieve a goal.

Management

A manager, who alone or in partnership, determines the structure, activities, and resources, using the functions of management, and pushes people, who need to be part of the process, to set and achieve organizational goals.

5 Functions of Management

1. Planning
2. Organizing
3. Staffing
4. Leading
5. Controlling

Management

A manager, who alone or in partnership, determines the structure, activities, and resources, using the functions of management, and pushes people, who need to be part of the process, to set and achieve organizational goals.

Managers and Leaders

1. Can the same person be both the manager and leader?
2. Are all managers leaders?
3. Are all leaders managers?
4. Where, in an organization, do leaders come from?
5. Is the top person in an organization always a leader?

Leader

Someone with vision and interpersonal skills who guides, influences, or heads the direction of a group, or team, in a non-coercive modeling manner.

Leadership

The process of motivating, inspiring, and influencing individuals and groups to set and achieve goals by pulling people who want to follow voluntarily.

Managers and Leaders

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Managers and Leaders

1. Can the same person be both the manager and leader?

Yes, but they require two distinct sets of skills

2. Are all managers leaders? **No**

3. Are all leaders managers? **No**

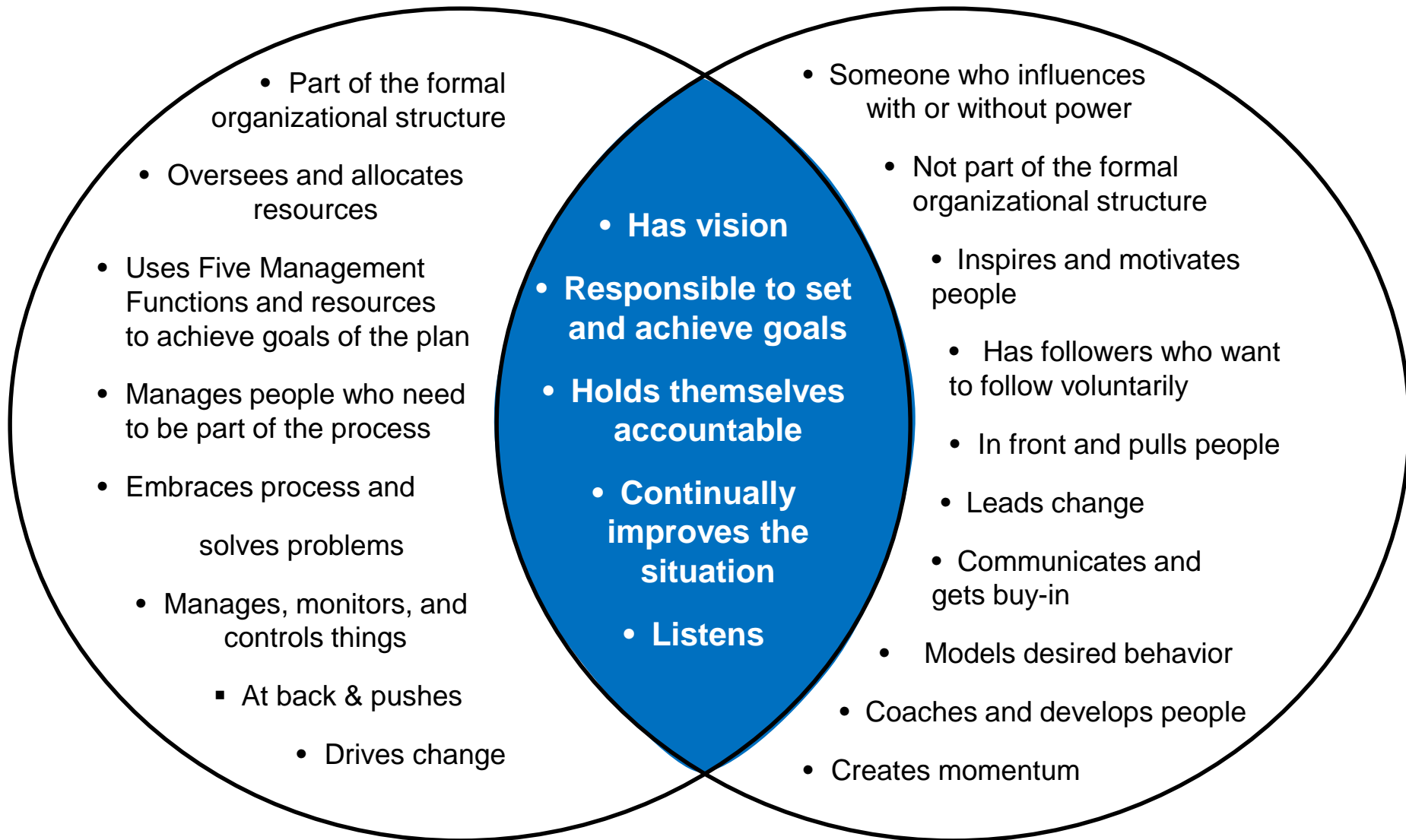
4. Where, in an organization, do leaders come from?

Anywhere...Anyone...Any level... Position not required

5. Is the top person in an organization always a leader?

Not always; the top person could be a manager only

Managers and Leaders



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