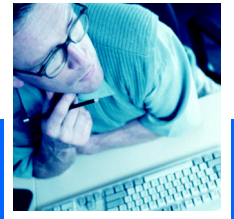


I'm a new leader, what do I do?

By Janet Hope



Synopsis

This article is about being a leader. It focuses on putting theory into practice. It will help you distinguish between management and leadership, be clear about behaviors that go with leadership and provide food for thought. You will be challenged to think about what makes a good leader and explore what kind of a leader you wish to be.

How to ...

How to understand the difference between management and leadership.

How to understand the behaviors of good leaders.

How to be the leader that you want to be.

Janet Hope

Starting her working life as a teacher Janet moved into management working for Government departments. She became a training consultant and management author many years ago and works with private and public organizations in Europe. Her passion is in helping ordinary people to make the best of themselves and this passion is reflected in her writing.

Introduction

Great, you got the promotion. The thing is, you're new to this; so to say that you are unsure about what to do is a bit of an understatement. Hang on though, didn't you once hear somebody say that whenever something seems too big to deal with, break it down into smaller pieces? That's what we are going to do in this article.

Leading or managing?

Before we embark on our journey, a comparison of leadership and management may make the going easier. To distinguish between them here is a quote from Professor John P Kotter – a leadership expert (as interviewed in 'People Management' magazine, United Kingdom, 26th February 2004).

“Management is to do with planning and organizing something, coping with complexity, processes and procedures. Leadership is to do with creating that thing in the first place. It is about coping with change and helping to adapt to a volatile world”

Put another way, management is concerned with getting things done, order, and efficiency and effectiveness, and leadership is more to do with future direction, especially in uncertain conditions. The diagram below shows the main differences. Man-