

EFFECTIVE LEADERSHIP Cheat Sheet

3 TIPS FOR PURPOSE-DRIVEN LEADERSHIP

Every single one of us has a unique set of skills, strengths and values that can make a difference in our world. One of the most important things you'll ever do in your life is uncover what small or big difference you want to make. And in order to make it, you'll need effective leadership skills, so that you can share your big ideas and stories with others.

To help you with this, we've put together a cheat sheet with three tips for effective leadership. Use it as a daily reminder to practice leadership everywhere you go: in your home, at school, at sport and everywhere in between.

1. COURAGE

Insight

Leadership often takes us out of our comfort zone. We don't always know how others will react to our big ideas, and sometimes we're called to make tough decisions. Research has shown that our body language can help us to feel more confident and courageous.

Action

Lead like a lion by striking a power pose each morning for a minute! Remember: shoulders back, eyes up, open body posture, and walk into your day fuelled with energy, confidence and courage! Want more? Check out Amy Cuddy's TED Talk!

2. COLLABORATION

Insight

Leadership is a team sport. Peter Drucker, a.k.a 'the man who invented management', once said, "the leaders who work most effectively, it seems to me, never say 'I'. They don't think 'I'. They think 'we'; they think 'team.'" Sharing aloud the qualities in others that you admire and respect helps to build trust and confidence in your team.

Action

When it comes to creating solutions, ensure you and your team play to their strengths! Show gratitude to others and acknowledge their contributions. Can you find a moment today to spot a strength in someone else? Share it out loud or write them a note!

3. COMPASSION

Insight

Purpose-driven leaders all have something in common: they care about others, and they effectively communicate this care. Empathy is about understanding the other person's thoughts, feelings and behaviours from the perspective of their experience rather than your own. Compassion helps us to see suffering in others and act to reduce that suffering through kindness.

Action

Practise small daily acts of compassion through kindness. Can you offer a smile, a kind word, a thoughtful gesture or take the time to talk to someone who seems lonely? Is someone you know experiencing stress? Small acts of kindness like making a cup of tea or offering a hug can make all the difference!

BOOST CREATIVITY

Bonus Cheat Sheet

3 RULES FOR CREATIVE PROBLEM-SOLVING

As you move to make your difference in the world, you'll face many challenges that need creative solutions. Sometimes you may need to develop the solution on your own while at other times, you'll need to work collaboratively. Creative solutions require creative ways of brainstorming, so here are three rules to help you think outside the box.

1. ZOOM OUT AND LOOK AT THE DIFFERENT ANGLES

When we're faced with a problem, it's natural to look at it straight on and go with the first logical solution that presents itself. But have you ever heard the term, "there's more than one way to tie a knot"? Sometimes the obvious solution isn't the best solution, and it takes the process of thinking outside the square and coming at the problem from a different perspective or angle to uncover a better solution. This often requires a little bit of trial and error, so don't be afraid to give an idea a go, even if you think it might fail - you're bound to learn something new in the process!

2. GO FOR QUANTITY OVER QUALITY AT FIRST

When you're in the initial brainstorming phase of problem solving, it should all be about capturing as many ideas as possible, even if some of them seem ridiculous. Some of the best solutions and innovations come out of a seemingly ridiculous idea. Did you know the invention of the automobile was, at first, ridiculed and considered impractical? Yet the world would be a pretty different place these days without cars! So be sure to capture all your ideas, no matter how wild they may seem at first.

3. REPLACE "BUT" WITH "AND"

Ever sat in a brainstorming session with that one person who just kept finding problems in everyone's ideas? And it's fair enough. When you're working hard to solve a serious problem and ideas being thrown about seem unsuitable, it's easy for the word "but" to pop into your mind, to shut down the idea so as not to waste time. In doing that, however, you're going against rule number 2 - you're shutting the idea down before it's had a chance to develop. So, next time the word "but" creeps into your mind, try replacing it with "and" to see how you might be able to build from an idea rather than discount it before it's had the chance. You'll see pretty quickly the power that changing one little word can have on a brainstorming session!

So the next time you're tasked to find a solution to a tricky problem, remember:

Think outside the box, capture all ideas, and embrace the "and"...
you'll be amazed at the creative burstiness that follows!