

180 Ways
to
WALK
the
Leadership
TALK

The "How To" Handbook For
Leaders At ALL Levels

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“Leadership is management’s job.”

“All bosses are leaders.”

“Leadership? That means having to pick up the slack that results from everyone else’s mistakes.”

“Leaders are born, not made.”

“I don’t need to be a leader. I’m not in charge.”

Ever heard these? Or perhaps even said them yourself? You’re not alone. It seems like *everyone* has *something* to say about leadership – even if what they’re saying is based on misunderstanding and misconception.

Sometimes we accept ideas as facts and let them rule our hearts and our behaviors without taking the time to really think about them. And so when we hear people saying this or that about leadership, we may be tempted to just accept it as the truth. And that’s unfortunate, because leadership is something we *all* need more of in our lives ... in our workplaces, our families, our communities, and our country.

So what is leadership? Leadership is the behavior we exert when we take responsibility for our actions and their consequences. It’s the voice within us that calls out and says, “Take charge!” It’s the challenge we face when we assume responsibility for guiding others. Leadership is often the difference between success and failure. It’s what separates the doers from the observers. And it’s what gives direction to individuals and organizations.

Without leadership, we are lost.

Despite the old adage, the truth is that leaders are *made*, not born. Leadership is developed by learning and refining a set of skills – skills that anyone, including you and me, can learn and develop.

Another truism is that leadership is *not* just management's job, it's *everyone's* responsibility regardless of birth, education, income, or position.

You may be asking, “Why me? Why do I need to be a leader?” Because deep down inside, we all want to make a positive difference in our lives in ways that make our world a better place.

After all ...

- What's more important than helping others do a good job at work and getting enjoyment from it?
- What's more important than teaching others about the business so they (and you) will be more successful?
- What's more important than following through on your commitments to the people with whom you work?
- What's more important than setting a good example for others to follow including your coworkers, your friends, and your children?

What makes a good leader? Ask a hundred different people, and you'll probably get a hundred different answers. But one thing's for sure, almost all of the attributes commonly cited for an effective leader have one central theme:

working with others.

180 Ways To Walk The Leadership Talk will give you practical ideas and strategies to lead yourself and others for the benefit of the group, the team, yourself, and your business.

You will discover six important things that all leaders do:

Listen and **L**earn from others
Energize the organization
Act for the benefit of everyone
Develop themselves and others
Empower others to lead
Recognize achievement.

Under each of the L.E.A.D.E.R. headings, you'll find a number of action-oriented behaviors that you can implement yourself, or share with people around you. These behaviors will enable you to turn good intentions into action, and in the process, bring out the special leader that's inside of you.

My hope is that *180 Ways To Walk The Leadership Talk* will be your guide to creating, implementing, and living the leadership example in your work life and in your personal life.

Read on. **Lead on!**

Example is leadership.

– Albert Schweitzer

Getting started

How to use this handbook.

180 Ways To Walk The Leadership Talk is jam-packed with techniques, strategies, “how to’s,” and things to remember. In fact, there’s *so* much good information, it might be a little difficult figuring out how to use it all. Here are a few suggestions to get you started:

First, read the handbook from cover to cover with a highlighter in your hand. Mark any key words or phrases that you find particularly relevant and meaningful.

Next, select three ideas or action items that you wish to personally adopt. Circle the number of each item you select (1-180) and mark the pages they appear on with “sticky notes.” Review those pages frequently.



Finally, each time you complete or master one of your action items, draw an “X” through its circled number and select a new item to work on in its place. That way, you’ll have three ideas working at all times. Before you know it, your handbook will be filled with crossed-out numbers ... and you’ll be well on your way to



walking the leadership talk.