



# Leading the Orchestra...

## Working in Harmony

Michael McKinley, CSP, CPAE

*Alive! Alive!*<sup>®</sup>

ASSOCIATES

*A Division of Paulee, Inc.*

©2006 Michael McKinley, CSP, CPAE

P.O. Box 163  
Eau Claire, WI 54702-0163

**1-800-225-4769**

715-832-2488 • FAX 715-832-9082

*www.RealMikeMcKinley.com*

# BECOMING A RESOURCE TO PEOPLE

- Choose the right times to support.
- Communicate openly and honestly.
- Be objective when listening.
- Allow feelings.
- Assign projects to help people progress.
- Support on-going personal improvement.
- Correct only to help.
- Be open to employees' concerns.
- Help people develop their careers.
- Keep people informed.
- Provide honest, realistic answers.

# LOOKING INSIDE MYSELF AS A LEADER

- What are you best at?
  
  
  
  
  
  
  
  
  
  
- What do you need help with?
  
  
  
  
  
  
  
  
  
  
- What standards have you set for yourself?
  
  
  
  
  
  
  
  
  
  
- What are you responsible for?
  
  
  
  
  
  
  
  
  
  
- How do you include others in day-to-day activities?
  
  
  
  
  
  
  
  
  
  
- How do you want to be managed?

## NOTES

# LOOKING INSIDE MYSELF AS A LEADER

- What are your people best at?
- What do they need help with?
- What standards have you set for your people?
- What are the different personalities of your people?
- How do you let your people know of your expectations and their responsibilities?
  - What if they meet them?
  - What if they don't?
- How do they want to be managed?

## NOTES

# MENTORING/DELEGATING BELIEFS

## NOTES

- They CAN do it
- Clear expectations—  
Result focused
- Activity vs. result-oriented
- Follow-up—Correct/praise
- Spend the time
- “Do the best you can”
- Screw it, I’ll do it

**I CAN HELP PEOPLE BECOME  
BETTER LEADERS BY...**

- 
- 
- 
- 
- 

**I DETER PEOPLE'S  
LEADERSHIP GROWTH BY...**

- 
- 
- 
- 
- 



P.O. Box 163 • Eau Claire, WI 54702-0163  
1-800-225-GROW(4769) • (715) 832-2488 • FAX (800) 828-8885  
E-Mail: Mike@RealMikeMcKinley.com • Web Site: www.RealMikeMcKinley.com  
© 2006 Michael McKinley, CSP, CPAE • Duplication permitted for educational use only.

# EARNING THE LEADERSHIP ROLE

- Leaders have focus, direction, and commitment.  
(Making a difference...)
- Leaders see the big, visionary picture.  
(Little things mean a lot...)
- Leaders set consistent, high-quality standards.  
(Beyond reproach...)
- Leaders are changers/changeable.  
(Flexibility for the future...)
- Leaders follow the Golden Rule.  
(Attune to others' feelings...)
- Leaders are decision makers and may stick their necks out.  
(Willing to take a stand...)
- Leaders control the power throttle.  
(Know when and how much...)
- Leaders respect their part of the information circle.  
(“Have I told you lately...”)
- Leaders work with themselves and their groups to build teams.  
(Together we learn...)