

### Mapping my Leadership Skills:

On a scale of 1 – 5 (with 1 being low and 5 being high) rate yourself in relation to these skills.

- \_\_\_ **Community building skills** – the ability to bring people together and make them feel good
- \_\_\_ **Social skills** – the ability to communicate and work with many different people
- \_\_\_ **Verbal skills** – the ability to communicate or persuade others individually or in a group
- \_\_\_ **Writing skills** – ability to communicate a message through writing
- \_\_\_ **Visionary skills** – ability to see the big picture and future possibilities and articulate it to others
- \_\_\_ **Motivational skills** – the ability to articulate a vision and mobilize others toward it
- \_\_\_ **Analytical skills** – the ability to figure out what needs to be done and how to do it
- \_\_\_ **Conflict resolution skills** – the ability to help people resolve or understand differences
- \_\_\_ **Negotiation skills** – the ability to negotiate for a position to find agreement with another
- \_\_\_ **Research and information gathering skills** – the ability to find and use information and facts
- \_\_\_ **Artistic or cultural skills** – the ability to communicate through artistic expression
- \_\_\_ **Meeting facilitation skills** – the ability to run a meeting smoothly and effectively
- \_\_\_ **Moral courage and commitment** – the willingness to stand up for what you believe in even if it is unpopular
- \_\_\_ **Persistence and determination** – the ability to work hard even when things are difficult
- \_\_\_ **Passion** – the ability to commit yourself wholeheartedly to what you believe
- \_\_\_ **Fearlessness** – the willingness to take risks
- \_\_\_ **Good with numbers** – ability to work with numbers and to accurately know where things are
- \_\_\_ **Follow-through and accountability** – the commitment to set a goal and do what you have said you will and the willingness to hold yourself and others responsible
- \_\_\_ **Detail oriented** – the willingness to do the small things to make the big things possible
- \_\_\_ **Creativity** – the ability to think outside the box and create new ideas and approaches
- \_\_\_ **Intellectual curiosity** – the desire to understand an issue as fully as possible
- \_\_\_ **Inspiration** – the ability to help others believe in themselves and their capacity for change
- \_\_\_ **Knowledge of your community, city or state** – its history, geography, key people, etc.
- \_\_\_ **Knowledge or expertise on a given issue or subject** – deep understanding of a particular issue or theory
- \_\_\_ **Knowledge of how systems operate**– ability to explain broad, complex ideas i.e. political or social systems
- \_\_\_ **Access to resources** – ability to find money, people, talent or community connections
- \_\_\_ **Sense of humor** – the ability to create laughter, good feelings
- \_\_\_ **Flexibility** – the ability to “roll with the punches”
- \_\_\_ **Frugality** – ability to make a dollar stretch a long way

## Leadership Styles

Most leaders exhibit different styles of leadership depending on the situation, but most also have a few styles they are most comfortable with and default to.

Virtually no leader is accomplished in every leadership style. Many are strong in more than one way. This means that we need to develop a leadership team, rather than find the one, true, all-encompassing leader.

- **VISIONARY leader** – This person is inspirational, visionary, and can motivate others to join the cause. This person often flies above the gritty work of getting tasks accomplished and uses the power of their personality or oratory to move people to take action. This is the person who becomes the public face and voice of a campaign or organization, who can connect a larger community to a cause, even if they themselves are not always involved in the organizational details or policies.
- **TASK leader** – This is the person who creates effective plans, holds people accountable, and manages details. This is the person who “makes it happen” and gets the task accomplished, on time. This person sweats details and is concerned with making sure each task has someone assigned and that there is clear accountability. This leader often jumps up to the flip chart and starts making “to-do” lists, or who remembers to write the agenda for the meeting and bring the sign-up sheets for volunteer requests.
- **STRATEGIC leader** – This is the person who sees the big picture and knows how to get “from here to there” by working backwards from the goal. They can see what alliances need to be built and are thinking three steps ahead about what needs to be in place. Often this is the person who gets up during a meeting and starts drawing timelines on the board or comes up with the strategy for winning the campaign.
- **PROCESS leader** – This person builds community, resolves conflict, and allows people to participate and be heard. This is the “energy checker” and the person where “the journey is as important as the destination.” This is the leader that makes sure that everyone is interacting, brings cookies to the meeting to build community, who notices who isn’t talking, and makes sure everyone feels comfortable.
- **ETHICAL leader** – This person is concerned that things are done honestly, authentically and with integrity. This person reminds us of our mission and why we are doing the work in the first place. This is the person who asks whether it is consistent and ethical to make life extremely difficult for the secretary of the corporate CEO by sitting down and chanting in the office when the CEO is the target and the secretary is only front person.