



9.7 Key Differences in Managers and Leaders Worksheet

Managers	Leaders
Takes care of where you are	Takes you to a new place — visionary
Manages complexity	Manages uncertainties
Concerned with finding the facts	Makes decisions
Concerned with doing things right according to set polices and procedures	Concerned with doing the right things
Critical concern is efficiency	Focuses on effectiveness with an end point
Creates policies	Establishes principles
Sees and hears what is going on	Hears when there is no sound and sees when there is no light (perception)
Finds answers and solutions	Formulates the questions and identifies the problems
Looks for similarities between current and previous problems (patterns)	Looks for differences
Focused on short-term results	Focused on the long-term goals
Looks at facts and assessing status	Looks for inadequate/nonexistent information
Does the right thing to conserve resources	Focused on doing the thing right in the long run, sometimes despite initial use of resources
Good management is important	Good leadership is essential. He or she models leadership by walking the talk.