

9.4 Leadership Behaviors

Try This!

These behaviors are listed as a handout for your mentee and can be used with the mentee in various ways.

1. Ask your mentee to add any additional behaviors. Discuss why these are important.
2. Ask your mentee to check his or her top five behaviors and then rank these five. Discuss examples of how he or she has seen these behaviors shown in the workplace, community and personal life.
3. Ask your mentee to give you an example of a leader that he or she admires (in or outside of the workplace). Have him or her check the behaviors that the leader has exhibited. Discuss the behaviors.
4. Ask your mentee to put an “L” (for learned) or “B” (for born) by each of the behaviors. Discuss if leaders are made or born.

- Clearly explains the basis for decisions.
- Offers suggestions that get right to the point.
- Expresses appreciation when others do something well.
- Describes possibilities in ways that encourages others to share your enthusiasm and commitment.
- Allows time and gives attention so others can express their views.
- Asks the basis for others' decisions.
- Uses well-reasoned arguments to support proposals.
- Clearly communicates what is needed.
- Communicates dissatisfaction appropriately.
- Asks others for suggestions.
- Acts as a sounding board to help clarify others' thinking.
- Offers suggestions that build on others' ideas.
- Compliments others on what you like about what they are doing.
- Stresses the importance of pulling together to achieve common goals.
- Focuses carefully on concerns that others express.
- Shows genuine desire to find out how others feel.
- States needs and expectations clearly.
- Emphasizes the values you and others have in common.
- Asks questions.
- Gives support when others are facing difficult situations.
- Openly provides information others may not have.
- Keeps others' attention on important issues.
- Speaks from the heart about own values and ideas.
- Faces up to important issues.
- Gives others confidence.
- Admits mistakes.
- Apologizes for mistakes.
- Encourages others to do more than they thought possible.
- Empathizes with others.
- Walks the walk and talks the talk.