**CHAPTER 3 TYPES OF LEADER**

1. **Characteristics of leader**
   1. **Proactive vs. Reactive**  
      The exceptional leader is always thinking three steps ahead. Working to master his/her own environment with the goal of avoiding problems before they arise.
   2. **Flexible/Adaptable**  
      How do you handle yourself in unexpected or uncomfortable situations?  An effective leader will adapt to new surroundings and situations, doing his/her best to adjust.
   3. **A Good Communicator**  
      As a leader, one must listen...a lot!  You must be willing to work to understand the needs and desires of others. A good leader asks many questions, considers all options, and leads in the right direction.
   4. **Respectful**  
      Treating others with respect will ultimately earn respect.
   5. **Quiet Confidence**  
      Be sure of yourself with humble intentions.
   6. **Enthusiastic**  
      Excitement is contagious. When a leader is motivated and excited about the cause people will be more inclined to follow.
   7. **Open-Minded**  
      Work to consider all options when making decisions. A strong leader will evaluate the input from all interested parties and work for the betterment of the whole.
   8. **Resourceful**  
      Utilize the resources available to you. If you don't know the answer to something find out by asking questions. A leader must create access to information.
   9. **Rewarding**  
      An exceptional leader will recognize the efforts of others and reinforce those actions. We all enjoy being recognized for our actions!
   10. **Well Educated**  
       Knowledge is power. Work to be well educated on community policies, procedures, organizational norms, etc. Further, your knowledge of issues and information will only increase your success in leading others.
   11. **Open to Change**  
       A leader will take into account all points of view and will be willing to change a policy, program, cultural tradition that is out-dated, or no longer beneficial to the group as a whole.
   12. **Interested in Feedback**  
       How do people feel about your leadership skill set?  How can you improve?  These are important questions that a leader needs to constantly ask the chapter. View feedback as a gift to improve.
   13. **Evaluative**  
       Evaluation of events and programs is essential for an organization/group to improve and progress. An exceptional leader will constantly evaluate and change programs and policies that are not working.
   14. **Organized**  
       Are you prepared for meetings, presentations, events and confident that people around you are prepared and organized as well?
   15. **Consistent**  
       Confidence and respect cannot be attained without your leadership being consistent. People must have confidence that their opinions and thoughts will be heard and taken into consideration.
   16. **Delegator**  
       An exceptional leader realizes that he/she cannot accomplish everything on his own. A leader will know the talents and interests of people around him/her, thus delegating tasks accordingly.
   17. **Initiative**  
       A leader should work to be the motivator, an initiator. He/she must be a key element in the planning and implementing of new ideas, programs, policies, events, etc.

Leadership Styles

1. The Autocratic or Authoritarian Leader
   1. *Given the power to make decisions alone, having total authority.*
   2. *Closely supervises and controls people when they perform certain tasks.*
2. The Democratic or Participative Leader
   1. *Includes one or more people in the decision making process of determining what to do and how to do it.*
   2. *Maintains the final decision making authority.*
3. The Laissez-faire or Delegative Leader
   1. *Allows people to make their own decisions.*
   2. *Leader is still responsible for the decisions that are made.*
   3. *This style allows greater freedom and responsibility for people.*
   4. *However, you need competent people around you or nothing will get done.*
   5. *Laissez-faire is a French phrase meaning “let do”*
4. The Charismatic Leader
   1. *Leads by creating energy and eagerness in people.*
   2. *Leader is well liked and inspires people.*
   3. *Appeals to people’s emotional side.*
5. The Servant Leader
   1. *The highest priority of this leader is to encourage, support and enable people to fulfill their full potential and abilities.*
   2. *Helps people achieve their goals.*
   3. *Works for the people.*
6. Combinations of Styles
   1. A leader can also be a combination of styles…
   2. What leadership styles do you think Adolf Hitler used?
7. Which leadership style do you think is the most effective? Why?
8. Which leadership style do you think is the least effective? Why?
9. Which style do you like leaders to use when they are in charge of you? Why?
10. What leadership style best describes you?