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#### Find a Leadership Quote



- Use your phone, tablet or laptop
- Find a quote on leadership or supervision that you believe in
- Save it or "screen shot" it



#### The Four F's



There are some easily identifiable skills that all leaders should have

- Be FIRST
- Be FAIR
- Be FLEXIBLE
- Be FIRM



#### Be FIRST



- An effective leader must be first!
- Don't ask people who report to you to do something that you are not willing to do
- Lead by example
- How you conduct yourself, gives everyone else permission to behave the same way



#### Be FAIR



- Treat everyone fairly
- Be consistent in your behavior toward
  - -The line-staff
  - -Your peers (sworn and civilian)
- Recognize that rapport and relationships are being watched and evaluated



#### Be FLEXIBLE



- A leader will never have all of the answers and often, will not have the best answer
- Be willing to keep your mind open to other possibilities or suggestions
- The goal is improvement or to solve an issue
- If you are unable to take a suggestion, explain why

BE STUBBORN
ABOUT YOUR
GOALS, AND
FLEXIBLE ABOUT
YOUR METHODS.

#### Be FIRM



- Provide clear expectations and policies so that your employees know what is expected of them.
- Redirect and/or discipline in a timely manner
- Provide appropriate forums so tat employees can express their feelings or ideas



## Do You Know What You're Good At?



- Knowing the skills that you already possess allows you confidence
- Identify the areas in which you need work
- Your default style may be appropriate in some situations at work, but may not serve you well in others
- Be Flexible

"The most powerful *leadership* tool you have is your own personal example."

John Wooden

#### Authoritarian/Transactional



- Provide clear expectations
- Clear division between leader and followers
- Makes decision with little input from group
- Motivates through rewards/punishments
- Abuse of this style is viewed as bossy, controlling and dictatorial

DON'T BE BOSSY TO THOSE PEOPLE WHO ARE IN YOUR CARE, BUT SET AN EXAMPLE FOR THEM.

## Participative (Democratic)



- Generally the most effective leadership style
- Also known as "Charismatic leaders"
- Offers guidance but allows input from group
- Leaders retain the final say, but make followers feel an important part of the team

#### Delegative (Laissez-Faire)



- Often the least productive
- Offer little to no guidance to the group
- Members often lack personal responsibility and blame others for mistakes
- Can be effective where group members are highly qualified in the area of expertise

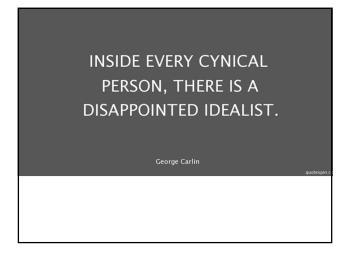


#### 7 Strengths of a Strong Leader



- Get your groups back together
- Identify seven important strengths of a great leader (in 5-10 minutes)
- List the top SEVEN on your notes sheet.

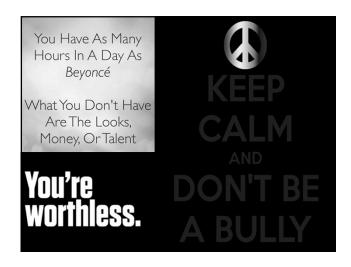




#### How Cynics Are Born



- Cynicism gets its strength from disappointment
- Many of us (and our staff) did not come to this profession as cynics, but many of us may leave the profession with a profound change in our personalities
- The reasons we change are as different (and as similar) as the agencies we work for



## Leadership Qualities



- True Leaders are Self-Confident
- Leaders have Self-Esteem
- Great Leaders Communicate Well
- Respected Leaders Work Hard and Have Always Worked Hard



#### Leadership Qualities



- They are Passionate About What They Are Doing
- They Learn From Reading
- They Learn From Others
- They Listen



#### Leadership Qualities



- They are Willing to Take Risks
- They Don't Have to Yell to Get Attention
- They Respect Subordinates and Superiors



#### Leadership Qualities



- They Work Hard & They Have Always Worked Hard
- They Don't Hesitate to Make Decisions & They Encourage Others to do the Same
- They Have Strong Values

Work hard in silence let success make the noise



#### Leadership Qualities



- They Engender Trust
- They Don't Need to Yell to Get Attention
- They Believe in the Power of People to Get Things Done
- Optimism Rules





#### Leadership Qualities



- They Give People a Chance to Prove Themselves by Giving them Responsibility
- They Trust their Instinct

Always, always trust your first gut instincts. If you feel something's wrong, it usually is.



## Negativity Breeds Negativity



- Countering negativity with positivity doesn't necessarily solve the problem
- Becoming negative ourselves becomes addictive – "misery loves company"
- Negativity follows you home and affects you in your personal life
- The lens through which you view the world becomes skewed





## When We Are Happy...



We are more invested, more engaged, more enthusiastic and more motivated.

SO...

As leaders, do we have a responsibility to create a work environment that promotes happiness?

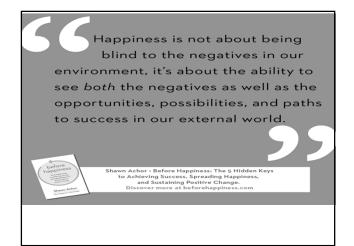
## What Determines Happiness?



90% of your happiness relies upon how you process the world



Unless we take conscious steps to combat the negativity in our lives, we start to view everyone we come in contact with as customer....even our friends and family!



# 7 "ALL IN" Strategies for Leadership



- Listen
- Decision Making
- Supportive
- Motivational
- Appreciative
- Facilitate Change
- Sustain Success

