<u>Leadership Tool – Humility – All Great Leaders Possess It</u>



Leadership and humility go hand in hand in the workplace. As a strong leader, you need to recognize the weakness that you may have. You can find this out through seeking guidance from others in your organization and / or people that you are associated with on the outside (family, friends, volunteer groups, etc.) A person that is humble is one who is not threatened by seeking opinions and guidance from others. A key to knowing whether you have sufficient humility is getting that feedback from others on how you are perceived. Do people see you as being authentic, not being arrogant, respectful to their needs and admitting to mistakes that you may have made? Ken Blanchard, the author of "The One Minute Manager" stated that, "People with humility do not think less of themselves, the just think of themselves less".

You must be self-aware of what you are doing daily. Set aside time for self-reflection. Ask yourself, "How am I doing?". Always try to improve yourself. Reflect on what you have done throughout your day and the interactions that you had with people in your workplace, family and friends. One strategy to conduct this type of self-assessment is to keep a journal. This will enable you to analyze the interactions that you had with people throughout the day and you can look at ways that you could have improved those interactions.

When you are in the office or out on the floor do not micro-manage. Be humble and let people do their jobs. A good leader should not try and control everything.

It is best for you to admit sometimes that you do not have the best solution or answer all the time. Rely on the skill set of your people. Make sure that you let the strengths of others on your team to be accepted without interference from yourself.

Get the best information from the right people on your team. You need to know when to take control and when to accept some ambiguity and get and accept the input from others. You cannot control or know everything.

Be a teacher. Make sure that you select people who you can mentor, coach and teach. Look for the emerging leaders. Check that they exhibit humility in their interactions with others. This is one key trait of being a responsible and effective leader.

Make sure that you are open to the opinions of others. You need to make sure that you get all the facts. As the main leader, you do not have all the answers. You need to work collaboratively with your people and asking for their input. You must also be very decisive when the situation calls for it to make a quick decision.

Treat everyone with respect regardless of their position in the organization. Focus on the strengths of others and the contributions that they make. The focus should not be about yourself. Admit your mistakes. You do not have all the answers. Be open, honest and transparent with your team. It is human to make mistakes. This helps you earn the trust of people. Look at their needs as members of your team. Foster a caring attitude and make sure that an environment is provided and fostered that your team can do their best and improve their performance.

Do not be threatened by others. Recognize the limitations that you have. Surround yourself with people who have the skills to compliment your own.

Finally, lighten up with your attitude on the floor and in the office. Be a person that others want to work with. Be a leader that they like and respect – humor during the right situation can help with this.

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