

**FROM SCHOOL PRINCIPAL OR
EXECUTIVE SCHOOL BOARD
SENIOR LEADERSHIP FROM
SCHOOL PRINCIPAL OR SCHOOL
BOARD SENIOR MANAGEMENT**

By: Dr. Danielle Hyles

Leadership and management differ in their primary focus: **leaders focus on people and vision, while managers focus on processes and execution**. Leaders inspire and motivate people to achieve a vision and drive change, whereas managers organize, oversee, and maintain systems to ensure goals are met efficiently. 

Feature 	Leadership	Management
Focus	People, inspiration, and vision	Processes, systems, and tasks
Key Activity	To align people around a vision and inspire them to action	To organize and oversee tasks to achieve set goals
Approach	Coaches and motivates people	Directs and structures work
Goals	Sets the "why" and "what"	Determines the "how" to achieve goals

Time Horizon

Long-term,
forward-looking

Short-term,
objective-
focused

Role in Change

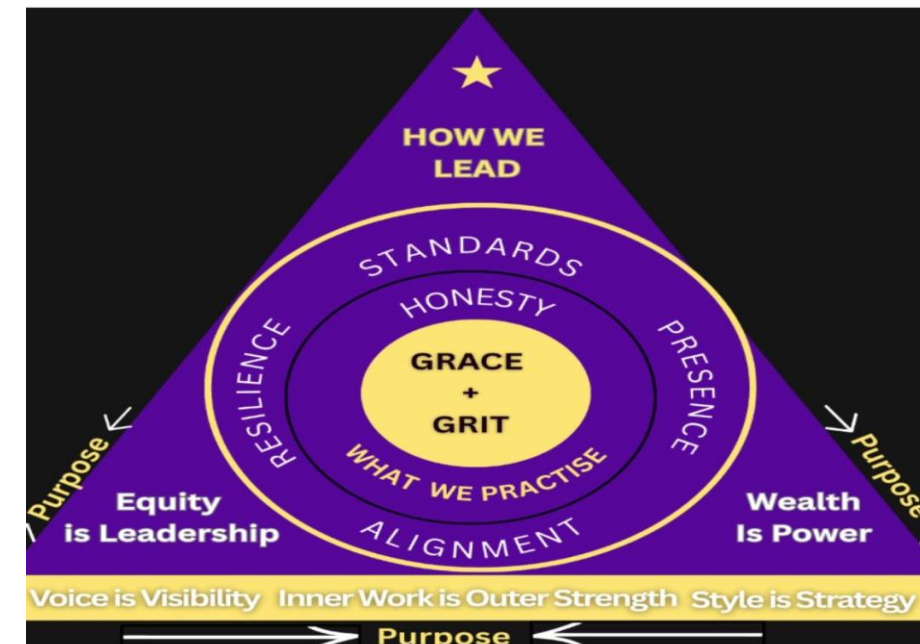
Drives and
creates change

Maintains
stability and
order

What are the common leadership mistakes?

20 Common Leadership Mistakes

- Lack of Vision. A common leadership mistake is failing to establish a clear, compelling vision for the organization. ...
- Ignore Core Values. ...
- Not Recognizing Achievement. ...
- Poor Communication. ...
- Not Building a Team. ...
- Favoritism. ...
- Not Seeking Input. ...
- Not Leading Change.



**Your Leadership, Fully Aligned.
Visibly Powerful.**

Management

- Task-oriented
- Transactional
- Doing things right
- Events and tasks
- Rational thinking
- Instructs people
- Cognitive intelligence
- Relies on authority
- Push-approach
- Status quo

Leadership

- People-oriented
- Transformational
- Doing the right things
- Attitudes and behaviour
- Inspirational and visionary
- Listens and empowers
- Emotional Intelligence
- Leads through others
- Asks people
- Pull-approach
- Risk taking

What are three key differences between a manager and a leader?



Leaders coach people to achieve; managers direct them how to get there. Leaders set the vision; managers help execute it.

Here are 10 powerful differences:

- ◆ A Boss says “I” — A Leader says “We”
- ◆ A Boss takes credit — A Leader gives credit
- ◆ A Boss micromanages — A Leader delegates
- ◆ A Boss criticizes — A Leader encourages
- ◆ A Boss focuses on weaknesses — A Leader focuses on strengths
- ◆ A Boss blames others — A Leader takes ...

Jun 5, 2025

Leaders coach people to achieve; managers direct them how to get there. Leaders set the vision; managers help execute it.

What are the four eyes of leadership?



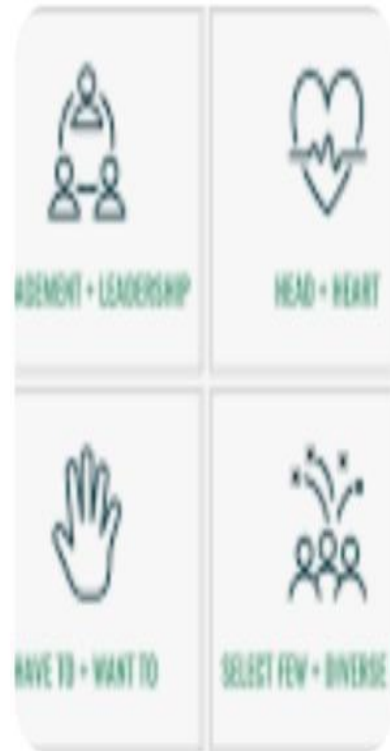
The Four I's

- Idealised Influence (II)
- Intellectual Stimulation (IS)
- Inspirational Motivation (IM)
- Individualised Consideration (IC)



What are Kotter's 4 principles?

It's about **vision, opportunity, motivating action, and celebration** – in addition to the essential managerial processes like project management, budget reviews, and reporting.



What are the ABCD of leadership?

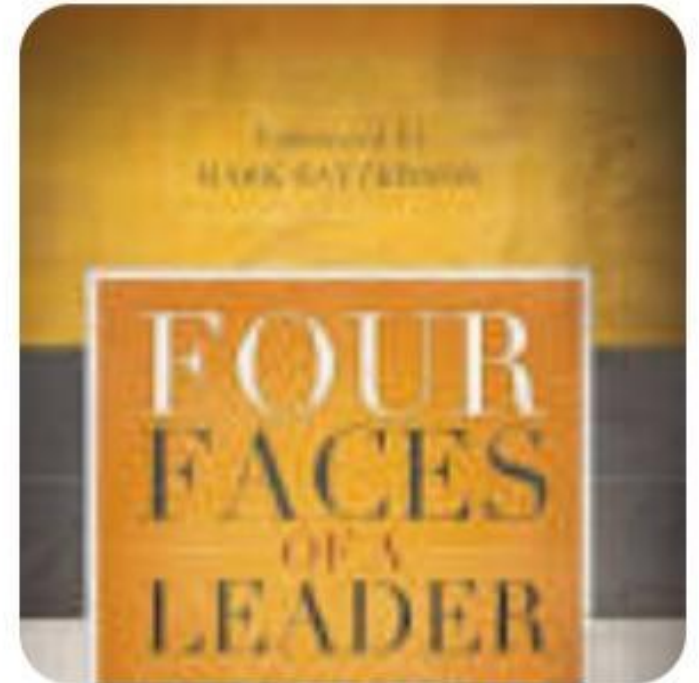


Ken Blanchard's ABCDs (**Able, Believable, Connected and Dependable**) are a framework of behavioural characteristics an individual needs to display if they are to be considered a trustworthy leader. What is Servant Leadership?

What are the 4 faces of a leader?



Based on four leadership faces of **shepherd, servant, steward, and seer**, this is a solid roadmap of practical insights for leaders of every generation who want to be the change the world is looking for.



What is Bass theory of leadership?

Bass' transformational leadership theory **focuses on how leaders transform subordinates**. A transformational leader influences subordinates by increasing awareness of task importance, prioritizing organizational interests, and satisfying higher-order needs.



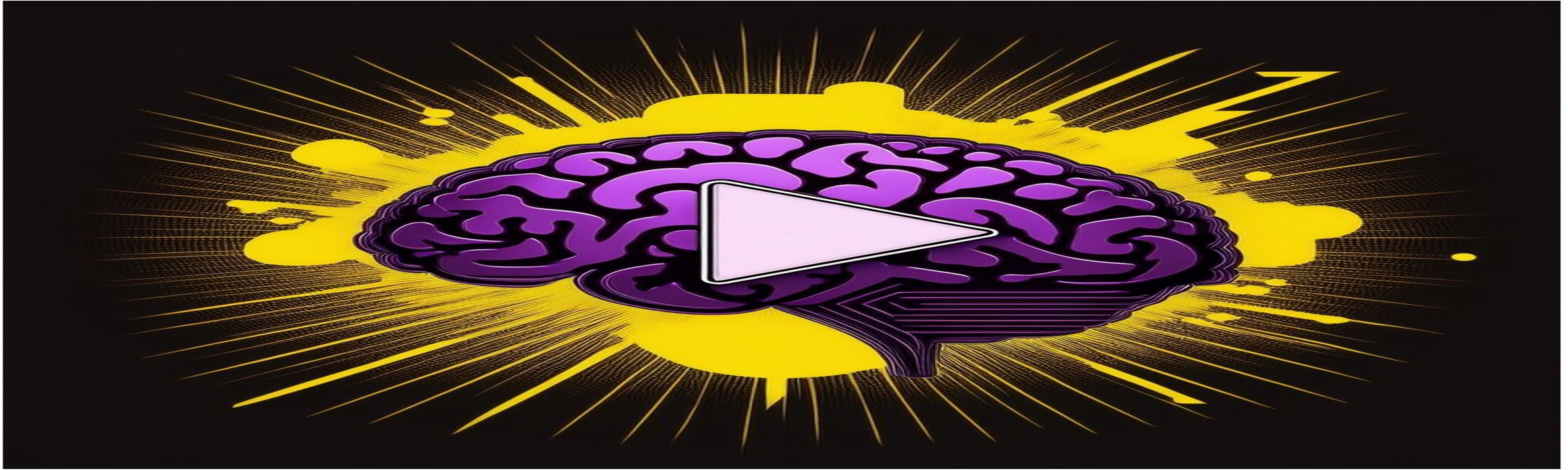
What are the 8 habits of great leaders?



Work hard to, like them, do some things naturally, automatically, and instinctively:

- They praise. It's easy to tell when employee recognition is simply one entry on a very long to-do list. ...
- They decide. ...
- They take responsibility. ...
- They communicate. ...
- They set the example. ...
- They give feedback. ...
- They seek help. ...
- They challenge.

UNLOCK THE BLUEPRINT



Mini Modules. Maximum Ethical Impact.

Watch bite-sized leadership training on Standards, Honesty, Alignment, Resilience, and Presence — all actionable and built to transform power from the inside out.



-The sea is unpredictable

-Storms are coming

**-Your destination is
months away**



**Whether your ship
reaches the shore or
sinks halfway**



How to build a high performing team in the modern workplace



**Capability
and
commitment**



**-Skills
-Knowledge
-Experience
-The ability to
deliver results**

**-Motivation
-Engagement
-Cultural fit
-Willingness to
go the extra mile**

Y-axis: Capability

X-axis: Commitment





A strategic re-engagement approach (The Two Pronged Approach)



1. Recognition Phase (Weeks 1-4)

- Publicly acknowledge their expertise and past contributions.
- Seek their input on strategic decisions and technical challenges.
- Ensure compensation reflects their market value and contribution.
- Provide visibility with senior leaders and key stakeholders

Recognition and challenge



2. Challenge Phase (Weeks 5-12)

- Assign high-impact, intellectually stimulating projects.
- Provide leadership opportunities in areas of interest.
- Set stretch goals that fully utilize their capabilities.
- Offer professional development in emerging technologies or markets

THE 4 QUADRANTS OF TEAM MEMBERS



Lack the engagement to consistently deliver their potential



- Demonstrates technical excellence in core responsibilities.
- Delivers minimum required work without additional effort.
- Shows limited enthusiasm for team initiatives or company goals.
- May express cynicism about organizational direction.
- Capable of high performance but inconsistent in delivery.
- Potential flight risk to competitors offering better opportunities

LEADERS TALK

Phase 3: Decisive Action (Week 7)

Protects team morale and organizational standards



Keeper Test"

N



"If this person came to me and said they were leaving for a similar job, would I fight to keep them?"

Step 4: Decision Point (Month 4): Two outcomes are possible



The key insight



1. Recognition and Reward (Ongoing)

- Provide both public recognition and meaningful private appreciation.
- Ensure total compensation reflects their outsized contribution.
- Offer first access to new opportunities, projects, and resources

2. Strategic Elevation (Quarterly)



- Promote before they request advancement (and before competitors recruit them).
- Include in strategic planning and high-level decision-making processes

3. Leadership Development (Annually)

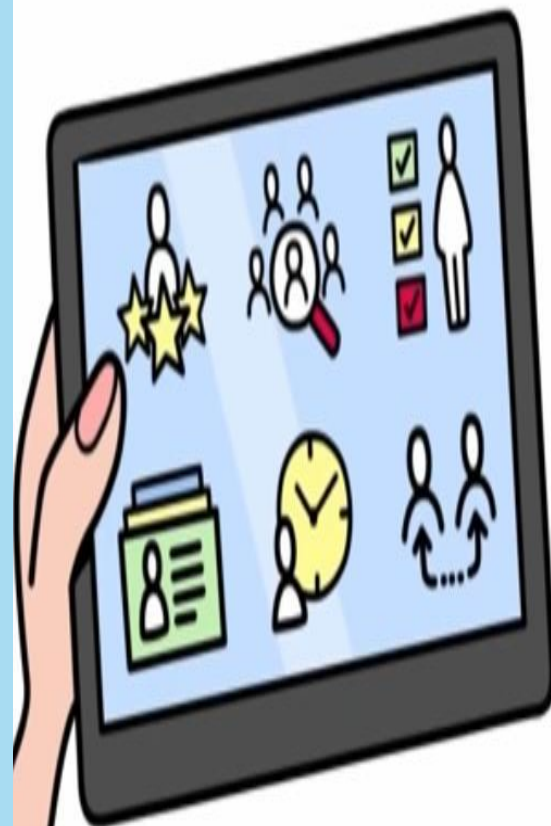
- Assign mentoring responsibilities with developing team members.
- Grant hiring authority and team building opportunities

4. Retention Strategies (Continuous)



- Conduct regular career development conversations.
- Provide competitive compensation packages including equity participation.
- Create clear advancement pathways with specific milestones and timelines

TEAM BUILDING



Systematic implementation with
timelines and measurable c



- Perform Better

- Solve Problems Faster

Your weekly meeting is either your most powerful leadership tool... or your biggest productivity killer



Your Weekly Team Meeting



1. Identify the issue

2. Discuss its impact

3. Brainstorm solutions

1. Statistics & Performance Metrics

Finish every meeting on a high note!

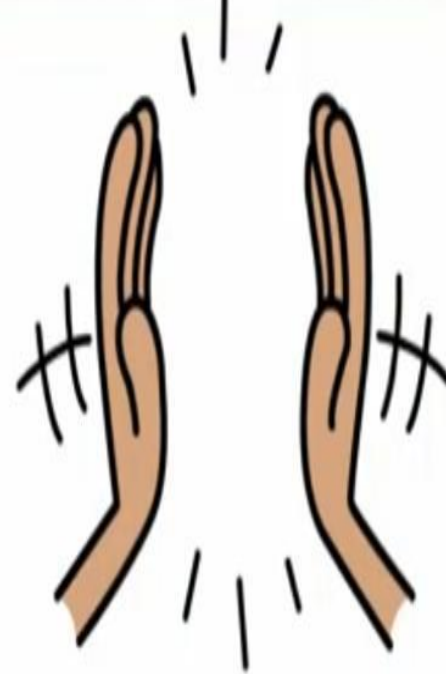


every actionable outcome
Gratitude, growth,
or a team win



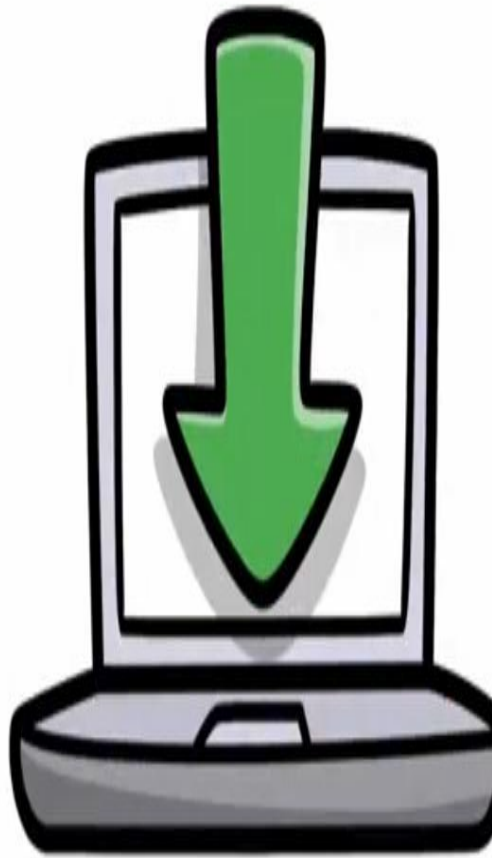
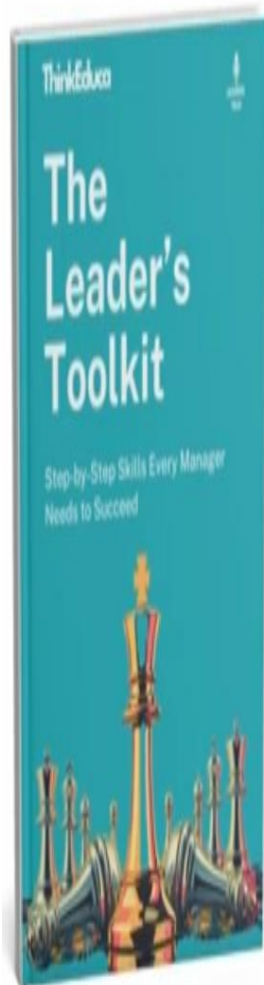
3. Problems & Solutions (Disagreement Problems)

Problems
and
Disagreements



Discussed Openly
and
Solved Constructively

Great meetings come from great
leadership habits.



Problems
and
Disagreements



Discussed Openly
and
Solved Constructively



Data Pulse

5. Wins and Successes



every actionable outcome

**Gratitude, growth,
or a team win**



**Growth, Solutions,
and Celebration**

LEADERSHIP STYLES

- * Autocratic
- * Democratic
- * Laissez-Faire
- * Transactional
- * Transformational
- * Servant
- * Charismatic
- * Authentic
- * Situational
- * Strategic



**YOU
VS
YOU**

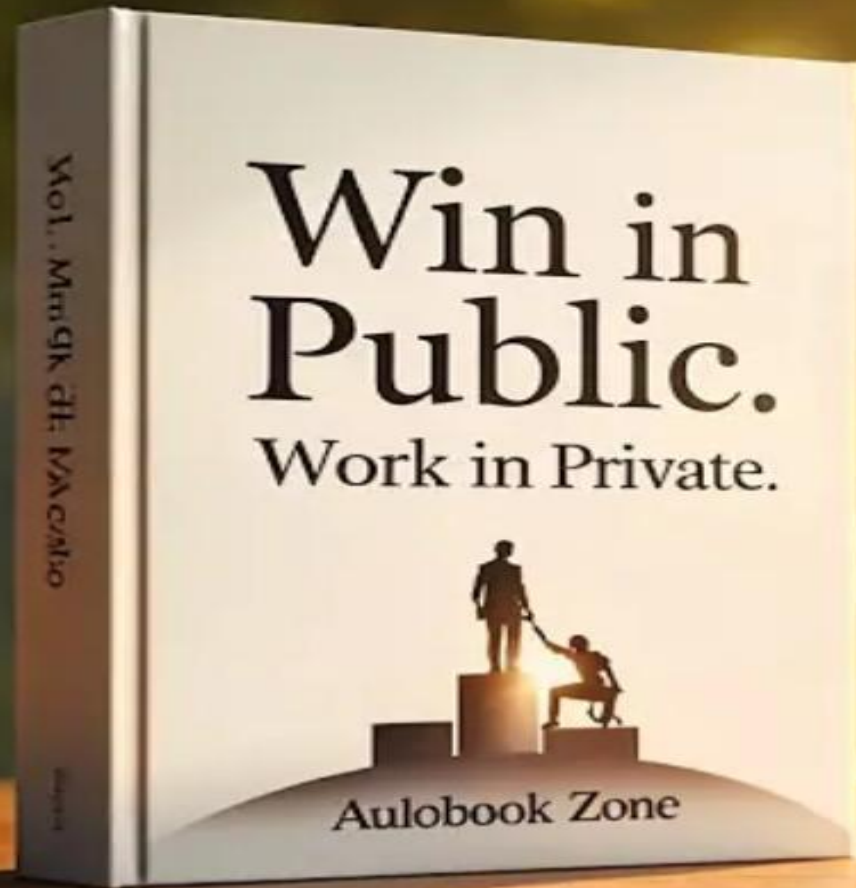
K. J. DAVIS

THAT'S THE BATTLE



**HOW TO
BECOME YOUR
BEST SELF**

MANAGING PEOPLE AT WORK



**NEVER TELL
PEOPLE
WHAT YOU DO**

A U D I O B O O K Z O N E

1:20:21

RISK **MANAGEMENT**



*Talent
Acquisition
&
Retention*





SUCCESSFUL MENTORING

1

I do the task...
You watch and learn

2

We do the task together

3

You do the task and ...
I watch and I offer feedback

4

You do the task

HOW
TO **TALK**
LIKE A
LEADER



HOW TO TALK LIKE A LEADER

Page 100/100

The
Art of
Effective
Mastering the
SKILL OF
POWERFUL
COMMUNICATION

Authored by

ONE CLIPPER

SUCCESS IS LIKE AN ICEBERG

@ThePrudentGeneration

WHAT PEOPLE SEE

WHAT PEOPLE DON'T SEE



SACRIFICE



STAYING
HEALTHY



GOOD HABITS



FOCUS



DISAPPOINTMENT



GROWTH
MINDSET



PERSISTENCE



DAILY GOALS



MEETING
TARGETS



EXPENSES



TEARS



DETERMINATION



TIME MANAGEMENT

REJECTED

REJECTIONS



SLEEPLESS NIGHTS

This is **Not** your
Responsibility

Other
people's
Words

Other
people's
Actions

Other
people's
Mistakes

Other
people's
Ideas

Other
people's
Beliefs

Other
people's
Fears

The **Consequences** of
Other people's **Actions**



Zenishwa

This **is** your
Responsibility

Your **Words**, Your **Behavior**,
Your **Actions**, Your **Efforts**,
Your **Mistakes**, Your **Ideas**
and the **Consequences** of
your **Actions**.

www.Zenishwa.com

A word cloud centered around the themes of diversity and equality. The word "diversity" is the largest and most prominent in the center. Other large words include "equality" and "discrimination". Smaller words scattered around include "age", "status", "poverty", "sexual orientation", "difference", "opportunities", "fair", "race", "gender", "rights", "empowerment", "equal", "policy", "access", "values", "beliefs", "agency", "legislation", "norms", "sex", "education", "religion or belief", "ethnicity", "ability", "work", "practice", "anti-oppressive", "society", "brake", "youth", "difference", "class", "justice", "practice", "anti-oppressive", "society", "brake", "youth", "difference", "class", "justice".

surround yourself
WITH POSITIVITY

**SPEAK
LESS,
INFLUENCE
MORE**

**HOW TO SET
SYSTEMS
INSTEAD OF GOALS**

**FORCE
YOURSELF TO BE
CONSISTENT**

Educate Yourself Daily

Most people stop learning and
stay stuck.

But if you educate yourself daily,
you can change everything. Let
me show you how.

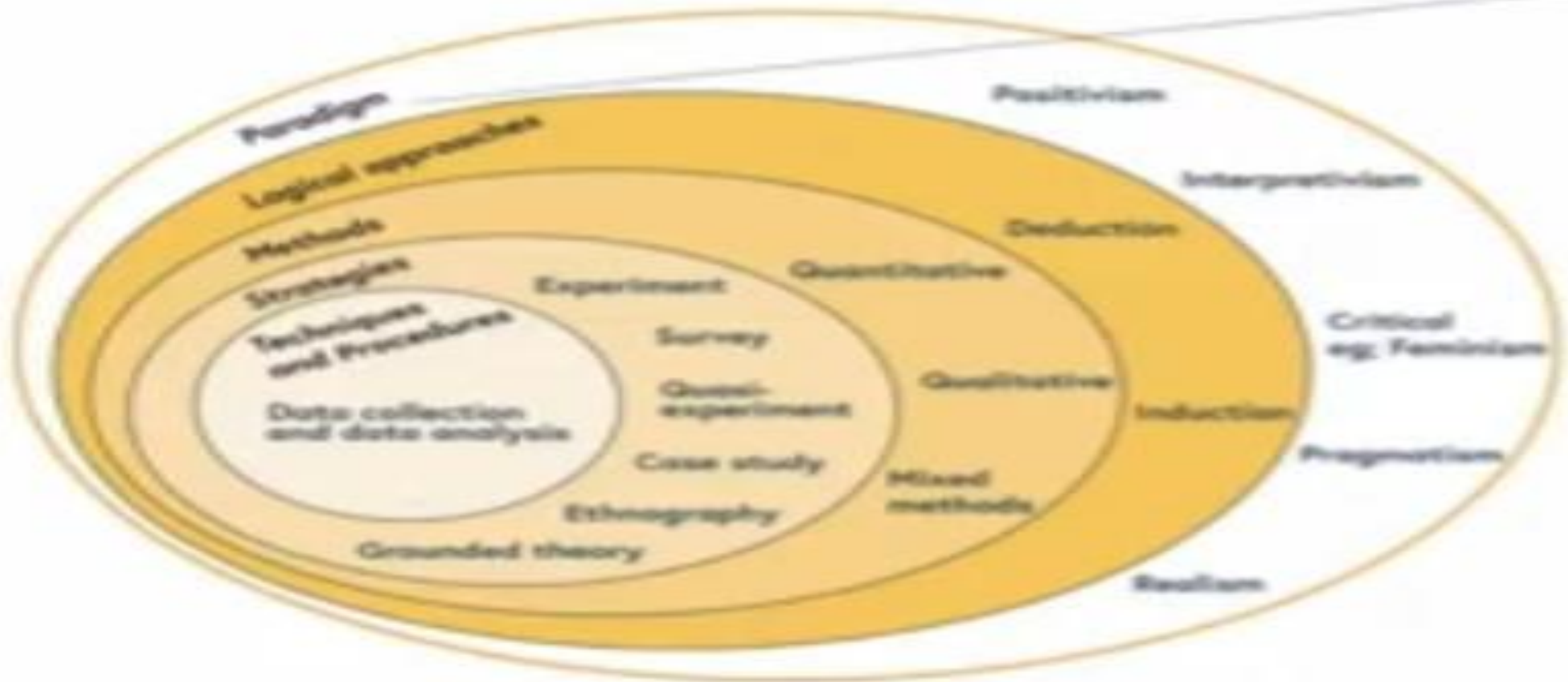


CRITICAL THINKING MASTERY

TRANSFORM YOUR MINDSET
FOR ULTIMATE PERSONAL GROWTH



CRITICAL THINKING MASTERY



Strategic Insights & Career Advancement for Ambitious, Purpose-Driven People

HOW TO
SPEAK
SMART



HOW TO
SPEAK
SMART

Thriving at Work

*You are the
artist of your
own life—
don't hand the
paintbrush to
anyone else.*

BULLETPROOF MINDSET



A word cloud centered around the word "leadership". The word "leadership" is the largest and most prominent. Other large words include "team", "strategy", "performance", "innovation", and "business". Smaller words include "inspiration", "growth", "teamwork", "partnership", "motivation", "education", "manager", "choice", "ideas", "confidence", "development", "support", "success", "solution", "research", "working", "office", "forward", "human", "sources", "aspirations", "finance", "imagination", "skill", "people", "marketing", "coach", "organization", "creativity", "planning", "advice", "cooperation", and "analyzing".