UNDERSTANDING LEADERSHIP AND FACTORS THAT INFLUENCE LEADERS' EFFECTIVENESS

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Abstract
The purpose is to simplify the subject of leadership in a most understanding way. The words that qualify the topic are: listen, enthusiasm, aspiring, decisiveness, empowerment, responsible, supportive, humble, and inhaling as well as projected. Thereby, leadership is defined as a spatial relation to listen with enthusiasm, taking in an aspiring mind to be capable to get a critical action, empower and encourage others in a responsible, supportive and humble way to inspire them to achieve set goals as planned. “Leadership is influence; thus, becoming a real leader takes the correct attitude and behavior in trading with people in whatever system or club. A strong visionary leader presents and convinces followers that a new form of action is required for the survival and prosperity of the group in the future. Once a goal is set, the leader assumes the role of ensuring successful accomplishment of the goal.

Keywords: leadership, empower, goal, influence, enthusiasm

Introduction
Leadership is about working with people to do new things in a world which is increasingly complex and fast changing. We need organisations that are flexible and sustainable, and organisations are made up of individuals. Leadership is not inevitably related to dominance. It is about rallying people to undertake the toughest problems and to behave their best work. Leadership is embedded in every one of us, but the key is to unlock our personal passion which will give us the courage to do things that appear difficult, uncertain or even unpopular. If one defines leadership as a process involving interactions between a leader and followers usually subordinate employees of a companionship, leadership profoundly affects the company: It defines or approves the mission or goal of the arrangement. This goal setting is a dynamic process for which the leader is ultimately responsible. A strong visionary leader presents and convinces followers that a new form of action is required for the survival and prosperity of the group in the future. Once a goal is set, the leader assumes the role of ensuring successful accomplishment of the goal. Another vital function of leaders is to interpret the group/formation and join it to the external world in order to obtain critical resources to transport out its charge. When necessary, leadership has to maintain the organization's integrity.

Objectives of the study
The following objectives illustrated for the enhanced understanding of the subject
- To comprehend the word lead, leader and leadership
• To understand the concept of leadership
• To understand the ten factors, that makes up leadership.
• To gain effective leadership behavior
• To recognize hurtful words
• To learn the five levels of leadership

Definition
In edict to become an agreement on the concept of Leadership the researcher began with looking at the most common definitions of leaders.

Leadership is an influence process that enable managers to get their people to do willingly what must be done, do well what ought to be done. (Cribbin, J.J. ‘Leadership: strategies for organizational effectiveness’)

Leadership is defined as the process of influencing the activities of an organized group toward goal achievement. (Rauch & Behling.)

Leadership is discovering the company's destiny and having the courage to follow it. (JoeJaworski - Organizational Learning Center at MIT.).

“LEADERSHIP”
• L: Listen – leaders listen to communicate effectively. Great leaders are great listeners; therefore, they speak less and listen more.
• E: Enthusiasm - Great Leaders show great excitement for achievements.
• A: Aspiring - Leaders having high ambitions and goal thriving to achieve with an enormous desire
• D: Decisive - To make tough decisions and be accountable.
• E: Empower and Encourage - Give a greater responsibility to people and give them the support they need
• R: Responsible - Ability to take responsibility for actions
• S: Supportive - helps to build and maintain effective interpersonal relationships. A manager who is thoughtful, caring and friendly toward employees is more likely to win their friendship and loyalty.
• H: Humble - A humble, honest leader, tries to elevate everyone with his humility and makes other to feel important and valued
• I: Inspire with Integrity - Encourage, Motivate others with honesty and truthfulness.
• P: Plan - Great leaders are excellent at strategic planning. They have the capacity to plan ahead, and create a contingency plan (Plan-B) in case plan-A did not go as intended.

Based on the above factors the leadership defined as:
“L→E→A→D→E→R→S→H→I→P: Is a position to Listen with Enthusiasm, having an Aspiring mind to be able to make a Decisive action, Empower and Encourage others in a Responsible, Supportive and Humble manner to Inspire them to achieve set goals as Planned.”

FACTORS THAT INFLUENCE LEADERS' EFFECTIVENESS
When we aggregate everyone’s independent views, the truth comes out!That’s the proven & repeatable result a university professor recently illustrated through an exercise based on the
“wisdom of crowds”. The key takeaway is how infrequently (if at all) executives draw upon the knowledge, beliefs and expertise of a wide group of people produce safer conclusions. Whilst reading the Keyhubs post “Democracy in the workplace” this weekend, I was prompted to give my own position. But this past March I witnessed the effects of a similar experiment, when toward the death of a 90 day Leadership Development assignment I convinced an executive team to include their middle management within their quarterly strategic planning meeting. The critical elements that I’m about to divvy up work in compliment with each other. On their own, they are only single contributing forces.

1. Time Management
You can’t “manage time” for time will pass no matter what you answer. What you can manage is manage energy & activity. You can either opt to utilize the special time you sustain in the most effective way through energy & activity management, or you can set aside time to communicate-by while you stare at yet another to-do list that hasn’t been finished.

2. Effective Communications
The secret to effective communication is 80% listening & 20% talking. Extending on from that 80/20 rule, if 80% of our talking time are focused on posing questions around logic & expected results, I assure you will get the most effective communicator you know.

3. Delegation
The secret behind effective delegation isn’t “telling somewhat to do” it’s explaining the logic (thought process and philosophical system) behind what needs to be done & why. The next time you suffer an issue you feel can be delegated, (1) gather everybody around, (2) answer the question / solve the issue and explain the philosophy, (3) make sure everyone sees the intended process, (4) ask one person to write / update a manual if appropriate or create / document a process, and finally (5) let them recognize they can settle this without you next time. When your squad is working “the occupation”, you are free to actually better the commercial enterprise!

4. Motivation
When employees find meaning in their lives & work, this is when they are their most motivated. In ordination to help employee motivation, a leader must “inspire” his squad. People desire to be guided, not brought off. Or else, leaders must manage their actions and lead by example. Stick with the steps above & make sure you have time for your people, be purposeful & effective in your communications, delegate & empower your team by allowing them to see the logic of how conclusions are supposed to be built. Bottom line, the role of leadership is to add value to other people and the genuine amount of leadership is influence, thus a great leader must possess the power to modify the position or behavior of others.

5. Goal Settings & Periodic Reviews
People only stay motivated when they understand why they do what they do, how what they do contributes to the success of the company they work for, and they can measure progress toward that end. This is what “Employees finding meaning in their workplace” is all around? Be
transparent and set SMARTER goals, accompanied by frequent & appropriate pulse-checks that will countenance for the agile adjustments necessary to fork over your required outcomes.

6. Recruitment & Interviewing
You won’t be able to do any of the above if you haven’t built the right team to support you! The most effective recruitment & on-boarding process starts with TopGrading, a proven process based on bullet proof reference checks & expected results scorecards.

7. Customer Centric
This is your final horizon! You’ve overcome all of the above so that you can more effectively speak with, think about, and work on behalf of your clients.

Democracy is not anarchy. A “flat-structure” doesn’t lessen the demand for firm leaders. In order for an organization to be effective, someone still needs to reach decisions and assure that the expected results appear by leveraging “the wisdom of your crowd”.

THE 5 LEVELS OF LEADERSHIP

**Position: having the “Right” as entry point**
Maxwell argues that status is the lowest point of leadership as he calls it the introduction stage. Those people that achieve only to this point may be bosses, and will not be considered as leaders. They have subordinates, not team members. They depend on rules, regulations, policies, and organization charts to manipulate their masses. In this stage, people will only stick to them because they have to within the expressed limitations of their office. The position level is the only level that does not require ability and effort to achieve. Anyone can be appointed to a position. Thereby, the situation is a fine starting point, but every leader should aspire to get beyond this entry Level (Maxwell, 2013).

**Permission: an Influence Level by Relationship**
Going up from position level to Permission is the first real step into leadership. Leaders is the influence that is built on relationship, thereby, when a leader learns to operate on the Permission level, followers not only acts by orders but also begin to watch. Consequently, people fall out because they want to since the leader starts to influence members with the relationship, not just position. When leader display caring for their followers, include them in decision making, value their opinion, and build trust, and then the followers begin to work together with their leader as a team that energizes the entire working environment (Maxwell, 2013).

**Production by Results**
In production level, the leader creates a substantial impact on an organization by getting results. The leader in this level is productive and able to assist the team members bring forth as well. Production level cannot be falsified because it shows if a leader is truly bringing out for the organization by adding to its bottom line (whatever that may be), or failing to behave thusly. For this understanding, just about people never act up from Level 2 Permission to Level 3 Production because they cannot appear to bring about effects. People incapable of producing results usually lack the self-discipline, work ethic, organization, or skills to be generative. However, if one desires to go to higher levels of leadership, he/she simply has
to produce and show result; there is no other way around it. Consequently, people stick with the leader because of what leader has performed for the organization (Maxwell, 2013).

**People Development through Reproduction**
In this point, leaders transition from producers to developers. Leaders must be able to develop their people because they are organization’s most substantial asset. Good leaders devote their time, energy, money, and thinking into getting others as leaders. Maxwell further indicates that leadership on the person's development level of leadership change their emphasis from the production attained by the members to the maturation of their potential. Furthermore, leaders put only 20 percent of their emphasis on their personal productivity, whereas placing 80 percent of the focus on building up and directing team members. Consequently, people stick with the leader because what the leader has done for them (Maxwell, 2013).

**The Pinnacle, the Respect Level of Leadership**
It is uncommon and only very few reach this floor, the Pinnacle. In this level leader not only well experienced in leading to the other four steps, but nonetheless it also takes both a high level of talent and a certain measure of natural leadership skill. The people, who arrive at Level Five, The Pinnacle, lead extremely well for an prolonged period that they constitute a heritage of leadership in the organization they serve and they bear out from everyone else. Leaders at this high level boosts the total system and creates an environment that benefits everyone in it, contributing to their winner. Greatest leaders late in their careers reach the Pinnacle level where they are reproducing other leaders and make the greatest impact on their spirits. Besides, they rustle up as many leaders as they can with gratitude and humility, tackle as many important challenges as possible, and carry their influence to create a positive difference beyond their organization and diligence. Thereby, people follow because of who the leader is and what he represents (Maxwell, 2013). Leadership must develop positive behavior and distinguishing elements to influence team members. Leadership is influence thereby people follow leaders based on desire, relationship, commitment, ability to produce outcomes, developing peoples’ potential and respect.

**Conclusion**
Leadership is determined in a simple but yet efficient fashion through the behavior factors that influence others and develop the greatest consequence. The work displays a true definition of leaders through the letters making up the news, “leadership”, that is most practical in the modern day organizational settings. The five levels of Leadership by John C. Maxwell shed the light on becoming a true leader through the basic steps that are hashed out in an understanding way. It showed that people should follow leaders out of a desire not because they give birth to. Furthermore, no one can persist at a particular floor and maintain leaders. Leaders must strive to move from levels in succession as provided.
References


