



Leadership





Difference Between Leadership vs Management

The role of management is to control a group of individuals in order to achieve a specified objective.

Leadership is the ability to influence, motivate, and enable others to contribute to the organization's success.



Application

- As a Grand Knight you will be both:
leader and a manager
- Everyone has a different style and approach.
- Identify a mentor to help guide you.



Comparison

Leadership

- Focus on the People
- Creates a Vision
- Looks Into the Future
- Empowers
- Develops Change
- Uses Influence

vs

Management

- Focuses on Things
- Executes a Plan
- Focused on the Present
- Controls
- Manages Change
- Uses Authority

Slight difference in Volunteer vs Commercial Environments



Best Practices

Focus on People vs Focus on Things

- In volunteer organizations, it's about matching people with their passions
- Personally invite people to do a task
- Succession- Identify new Leaders!



Best Practices

Creates a Vision vs Executes a Plan

Vision:

- Where do we want to go- and why?
- What does Success Look Like? Star Council? New program?

Plan:

- How will we achieve our goal? What's our game plan?
- How will we measure it?

****Reminder: Don't be Afraid to Delegate**



Best Practices

Look Into the Future vs Focused on the Present

- GK focused on year- and beyond
- Allow Program Director to lead day to day Faith in Action (Faith Family, Community & Life)



Best Practices

Empowers vs **Controls**

- Empowerment focuses on giving members freedom to make decisions and take ownership of their work.
- Control-oriented management focuses on strict rules, little input from members and low morale.

Suggestions:

Avoid the urge to micro-manage!

Support your team- remove the road-blocks!



Best Practices

Uses Influence vs Uses Authority

- Influence: Your authority comes from building relationships, credibility and trust
- Authority: Your authority comes from organizational structure and your title



Recognition!





Recognition – Why it matters...

- Volunteers want to know that their work is valued by others.
- Volunteers want to know that they are making a difference.
- Huge impact on keeping men engaged and inspired- retention!
- Volunteers feel special when recognized in timely, sincere and specific way.
- Communication aspect- Good news travels fast!



Recognition Ideas

- Share good news during council meetings
- Send a “thank you” note
- Make a phone call or send a text message
- Pat on the back or simple “thank you”
- Celebrate birthdays and anniversaries
- Take advantage of Knights’ recognition programs:
 - Family of Month, Shining Armor, Star Council, State and Supreme awards



Leadership – Staying Organized





Why Bother Being Organized?

- Reduce stress
- Build confidence
- Increase effectiveness
- Enjoy the experience
- Others will want to support you
- Demonstrate leadership!



Focus Areas

- Communication
- Filing Systems
- Planning
- Goal Setting
- What Great Leaders (and Grand Knights) Do



Communication- ***“Communication is Leadership”***

- Weekly email routine with council
 - Upcoming events
 - Recognition and results of last one
- Fast follow-up with responses
- Make phone calls or send text messages
- Listen to others



Filing Systems-“Touch it Once”

- Programs
- Financials
- Council and Officer meeting notes
- State and Supreme info
- Training materials
- Recruitment items



Planning- ***“Those who fail to plan, plan to fail.”***

- Meetings-prepare, prepare, prepare
- Deadlines- “always early” culture
- Prioritize- 10 mins each day
- Do things that lead to action!
- Use a planner- KofC, Outlook, Google, wall or desk calendar –keep it all in one place!



Goal Setting- ***“The ‘SMART’ approach to success”***

- **Specific**
- **Measurable**
- **Actionable**
- **Reasonable**
- **Time-bound**



Goal Setting Examples

Examples:

- “My council will conduct two recruitment drives at St Paul’s parish by December 31.”
- “I want to increase the number of men attending my council meetings each month by 20% beginning in September.”
- “I want every program director to have three events listed on the council calendar by August 1.”



Great Grand Knights... Do These Well

- Realize that leading others is a privilege
- Celebrate successes together
- Recognize and thank team members
- Serve as a great ambassadors for the Order
- Respect different opinions and perspectives
- Realize they don't have all the answers
- Ask for help- have a mentor!