



Transferable Leadership Skills

Overview

There are many instances in our everyday life where we have the opportunity to show leadership. In school, we show leadership skills in how we participate in the classroom and activities. In our homes, decisions we make and taking responsibility for our actions show leadership. And in the workplace, we draw on our experiences to continue to develop our skills. Understanding your own strengths and weaknesses, seeking new mentors, and taking on new challenges are part of what makes a good leader.

Discussion Points

Where to find transferable leadership skills you already possess:

- In school, organizations, clubs, theater, sports are great foundations to develop leadership skills.
- Developing something you are passionate about helps you develop confidence and leadership skills.
- Family responsibilities, especially if you are from a large family, can help someone develop skills that leaders draw from: negotiation, time management, taking charge.

Relationship skills:

- Your relationships with others is the foundation of leadership skills.
- Great leaders and great communication skills and understand their own strengths and weaknesses.
- Good leaders reach out to people, such as new workers on the job.
- Make yourself useful. People notice those who make a positive difference.

Transferable Leadership Skills Discussion Points & Questions

Leadership skills on the job:

- Important behaviors to display on the job include:
 - Be good at what you do
 - Know your strengths and weaknesses
 - Seek challenging experiences
 - Be open to change
 - Be a good listener
 - Be a good team member
- Find a mentor who will help you on your career path
- Master your job before you assume a new leadership position

Characteristics of a leader include:

- Honesty
- Intelligence
- Being a team player
- Remaining calm during a crisis
- Being a good communicator and listener
- Being a good motivator

Pre-Viewing Discussion Questions

1. What characteristics do you look for in a great leader?
2. What skills do you possess that would enable you to motivate your employees?
3. How do you engage in leadership behaviors not, whether in school, home, the workplace, or other situations?

Post-Viewing Discussion Questions - These can be done as a class discussion or used as a worksheet (see next page).

Transferable Leadership Skills

Discussion Questions

1. What were some examples the video showed of leadership organizations in a school?

2

. What transferable skills do you possess that would help you achieve great leadership in the workplace?

3. What skills are the “foundation” of leadership

4

. What are the six essential qualities of a great leader?

5. What are some important behaviors to display on the job?

6. What are examples of leadership careers?

Transferable Leadership Skills

Self-assessment

Distribute the worksheet and ask students to think carefully about the skills they currently portray to others. They should give an honest self-assessment of their leadership skills. Then they complete the short answer section. Group the students to discuss their answers if appropriate.

Transferable Leadership Skills

Name _____

Evaluate yourself in the following areas with the corresponding number you believe suits you best.

- 5 = Very Strong
- 4 = Above Average
- 3 = Average
- 2 = Below Average
- 1 = None

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|---|--|
| Confidence when speaking publicly | |
| Ability to listen to other's ideas | |
| Good communication skills | |
| Reliable | |
| Good at brainstorming | |
| Ability to be a team player | |
| Respectful of authority figures | |
| Like to take control over group projects | |
| Hard worker | |

What are your strengths when working on a project, either in a group or on your own?

How do you think you could increase your confidence in the workplace?

How do you demonstrate leadership skills in your everyday life?
