

AN EFFECTIVE LEADERSHIP: A Key to Success

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Abstract:

Leadership is one of the important key to success of an organization. Leadership is simply a process by which an individual influences a group of individuals to work towards the common goals. The person who is performing the responsibility of a leader sets goals and implements it to achieve the same with the cooperation of the individuals following him. Leader is the one who guides, encourage, motivates, instructs, helps, inspires, and always tries to increase their morale and confidence level.

He must be active, punctual and prompt in decision making and each other levels till the organization gets success. His behaviour must be polite and positive towards the individuals working under him that would encourage and motivate them and increase their morale and confidence level. The organization gets success when the individual get job satisfaction from his work. The trust and dignity of the individuals must be valued and respected in order to achieve the success because if an individual is not satisfied with his work then he would not get cooperation from his followers and it may lead to diminishing returns.

A leader should motivate them to work with creative and innovative ideas so that their morale gets increase. A leader is not successful unless he supervise the works going on in an organization regularly. Along with this he needs to provide safety and security to them while working hazardous work. He must be a problem solver.

He should always takes care of facilities and benefits such as health care, retirement, paid off time, work place flexibility, wellness flexibility, wellness program, reimbursement, performance bonus, insurance, professional development, training, etc.

KEYWORDS: guidance, motivation, cooperative, positive behaviour, punctuality, etc.

An Effective Leadership: A Key to Success

Success of an organization is leadership. The another term for an effective leadership is an effective and influencive communication skills. To achieve the objectives in an organization a leader must possess outstanding communication skills. Leadership is one of the important key to achieve organizational goals. Leadership can be hard to define because it has wider scope and it means different things to different people. Leadership is the art of motivating a group of people, to act towards achieving a common objective. Leadership depends on the behaviour of the leader. The good and effective behaviour of the leadership lead to effective organizational success.

A leader plays very effective role in the achievement of goals and organizational success. A leader is a person who masters the art of team work. Leader is a person in whose guidance and instructions the person subordinates and group of people works. In an organization a leader himself does not work but he make the other persons under him to work by his guidance to achieve their common objective. A greatest contribution a leader can make is to enable others to contribute effectively under his directions. An effective leadership brings the diverse people together and helps them to find out common goals and to work towards achieving those goals.

An effective leadership is an important function of management which helps to maximize efficiency of the individuals and to achieve organizational goals. In order to achieve success there must be effective and clear communication between the leader and his individuals. A leader must have good and motivating communication skills because a leader is the one who implement the work by communicating the plans and policies to the individuals and they have to work as per the guidance and directions of the leader.

As leadership fully depends on communication skills, a leader must possess good and excellent communication skills. Further the communication between the subordinates and the leader under whom they are working must be clear, intelligible, coherent, logical, simple and easy to understand to both of them. It should not be ambiguous and vague. Communication must always be in such a way that it would satisfy and fulfil the purpose of transferring the message to the workforce. While communicating any plan or task with the people working under him his behaviour, attitude and also his expressions must be polite and motivate so that

the persons get motivation and confidence and apply their full efforts to complete the communicated plan.

Leadership differs from person to person, thing to thing, task to task and organization to organization. The role of the leader is to guide the persons to work in order to success but leadership must differ at every place to place. While in performing leadership duty a leader must always takes care of persons to whom he is guiding. His performance, behaviour, attitude, action, reaction, response must be in such a way that it would motivate the person because the behaviour of a leader shows the positive or the negative leadership, if the behaviour of the leader is positive and effective then it results in higher returns and if the behaviour is negative and not effective then it results negatively and may lead to diminishing returns.

To make the persons hardworking and to get their full efforts in the organization in order to achieve the task communicated to them, it is necessary that they would get motivation, inspiration, encouragement, support, proper guidance, time to time perfect instructions, punctuality, confidence from the leader. For this the leader must be active, prompt and punctual and has an effective personality that everybody follows his instructions. Unless the leader is active, prompt and punctual the individuals under him would not get proper guidance, inspiration, motivation, and confidence then it is very difficult for the organization to achieve the success. Here guidance refers to instructing, helping, advising to the group of people about how to do something and how to deal with problems connected with the work.

Leadership is the most influential element in an organization. Your personality is your whole character and nature. The leadership would work and effect on the individuals only when a person who is serving as a leader are influence and creates motivational impact on the workers. Personality of a leader determines the whole character and a nature of a person. And For that a leader himself must be motivational and must behave politely with the persons because leader is a person by whom his followers learn how to behave and how to work towards achieving common goals. As the leader himself is motivated and confident then only he can encourage and increase the confidence level of the individuals.

There are some ethics that a leader and their subordinates have to follow in order to succeed in an organization. To be viewed as ethical they must ensure that everyone i.e. a leader and the team members both is treated honestly with trust, respect, and dignity in every interaction among them. And to accomplish that the leaders must create a culture where everyone's

values and respect are given equal importance as same as the results are. Specially, respecting and valuing the dignity of the workers and customers by the leader are very important to create ethical culture and to achieve success. A leader must always discuss the plans and policies with the members he is preparing before implementing it and must always ask for new suggestions and feedback from them. As if the leader is polite, listening and valuing the suggestions of the workforce patiently then they will respect the plans implemented by the leader even if he does not follow their suggestions. By respecting and valuing the dignity of the workers, the workers get encouragement and also feel glad to work under his guidance. A leader must respect the followers and the followers must respect the leaders plan and coordinately follow it. The ethical good leadership and influencive communication skills leads to benefits in an organization such as follows:

- Increases the smooth working condition in an organization.
- It improves the workforce capacity and lead to higher productivity in an organization.
- It improves their ability to succeed under proper guidance.
- Effective leadership increases the seriousness of the workforce towards achievement of goals.
- Proper guidance and communication grows the confidence level of the workers.
- Seriousness of the leader towards the work would motivate the workforce.
- With the polite nature and communication of the leader would also lead the workforce to suggest new creative and innovative ideas in order to achieve their common goals.
- Working together with common goals in a team will increase coordination and cooperation among them.
- Increases the job satisfaction of the workers.
- Increases the job commitment of the workers.
- Increases the job involvement of the workers
- Increases loyalty towards the work in an organization.

A leadership is dynamic in nature. And dynamism in leadership is necessary to enhance the morale of the team members. It changes as per the demand and situations in an organization. A leader should not stick to the technique which he is always following to communicate plans and policies and to guide the team members. He must change and follow new innovative and creative ways that would motivate and gives satisfaction in there working. To

make the group members working with creative and innovative ideas gives enjoyment to the team members in their working. The team members would feel pleasure to work with such a good effective leader.

An organization succeeds when there is a peace and satisfaction between leader and his followers. Leader inspires the members of the team to meet and exceed goals and objectives. A leader must have the quality to influence and inspire his followers to work in an effective manner. A leader must be familiar with the team. The knowledge of his team mates doesn't stop at the office door. The effective team leader takes an interest in the personal lives of his team members. Whenever possible, an efficient team leader also meets with his group in activities outside of the work environment so that they can all be more comfortable in working together. A leader has to identify the strength and weaknesses of each team member and try to inspire them to do their best work in an effective manner. A leader must be perfect and quick in decision making. After discussing plans and strategies and after asking point of views and feedback from the members of group he needs to be able to make the appropriate decisions regarding the implementation of the strategy. The whole future of an organization depends upon the decision of a leader because the leader is the one who sets goals, plans, integrates and implements it effectively so that objectives can be achieved. When the leader makes a final decision, he has to do so in a way that doesn't cause friction among team members who disagree with his decision.

The leader would not success unless he is active in supervising the individuals after delegating the duties to every member of a group. At every level of the work he needs to be punctual and prompt. The responsibility of a leader does not end to frame plan and assign to the members of a group to implement it and to leave the further process on the individuals but he must also regularly personally supervise the working conditions in an organization whether his plans and strategies are following by the individuals or not, whether the working in an organization are on the step to progress, whether the individuals are satisfied working with each other in a group, whether they are satisfied by following the plans and strategies prepared by the leader . He should work with individuals to ensure each person is completing tasks on time to enable the team to complete the task as scheduled. Daily he needs to ensure the work gets done, financial management, personnel management, board maintenance, community relations, logistics, regular staff meetings, information sharing, program development, advertising recruitment, etc. Day to day or weekly the leader needs to inspect

the transaction books at a glance that how much profit or loss the business entity has incurred.

Good team leader must possess an ability to solve the problems arising while working in an organization. Uncertainties in an organization are untold. It can arise at anytime. It can be financial or non-financial. A leader must always get ready for uncertainties that can arise in future. When a leader takes final decision for implementation of task or anything he must also looks for uncertainties, he must be prepare to face the challenges at anytime in future. Every time leader may not be available with the individuals to guide in an organization so a leader must be prepare with the future forecast and must guide to the individuals in advance that such kind of problems may occur during the workout. Within any organization, there are instances of conflict. A successful work team must possess conflict resolution skills to deal appropriately when disputes occur.

Along with this a leader also has to take care of the facilities to the individuals. Facilities to the individuals also plays a very important role to accomplish the defined objectives. Benefits can be financial or non-financial. Examples of these benefits include: housing with or without free utilities, insurance (health, dental, life), provident fund facility, pension scheme, disability income protection(compensation), retirement plan benefits, gratuity, childcare, stock option, bonuses, other time off from work, day-care, reimbursement, work place flexibility, wellness flexibility, wellness program, professional development, training, sick leave, vacation (paid and non-paid), social security, profit sharing, employer student loan contributions, conveyance, domestic help (servants), and other specialized benefits. Individuals also need to give training and security while working hazardous work. The purpose of individual benefits is to increase the economic security of group members, and in doing so, improve their retention across the organization.

At last the conclusion, the person performing the responsibility of a leader who sets goals and implement it to achieve the same with the cooperation of the individuals following him. Leader is the one who guides, encourage, motivates, instructs, helps, inspires, and always tries to increase their morale and confidence level. He is answerable to the board of directors for the profit or loss incurred by the organization. He must be punctual and prompt at every level from deciding plans till the organization gets success.