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Leadership and management, theory and practice

Essay

“A Manager can be a leader but a leader cannot be a manager”

Managers are responsible for assigning jobs to employees who report to them, whereas leaders have followers who believe in the objectives of the firm (Kinicki and Williams, 2020). Leaders are typically responsible for providing a company with its direction, vision and goals. However, there is a difference between execution and vision. Managers are more concerned with efficiently executing the day-to-day activities of the company, ensuring that activities are completed on time and accurately, and achieving specific goals and objectives. As to leaders, these are people who prepare people for change and help them cope with the situation to meet the objectives of the company. Leaders do not make plans, they don't solve problems as well as they do not organise people. With this fact, they cannot be managers if they fail to organise people and help them through the steps and daily activities then they cannot be managers. For **example**, the CEO of MacDonald, Chris Kempczinski cannot be a good manager when given the position. This is because he does not understand the step-by-step process that the employees go through to meet the needs of the clients. As compared to the managers, they are already leading the subordinates to achieve the needs of the clients. With this, it makes a manager to be classified as a leader.

Leaders tend to prioritize people and relationships over tactics, strive to build trust, maintain a positive work environment, and help employees develop their skills and abilities (Chen and Sriphon, 2022). They are extremely skilled at persuading other people to act according to their desires. On the other hand, managers are more concerned with the efficiency of operations, as well as the systems and techniques that are in place. By allocating resources, monitoring performance, and ensuring that works are completed on time and within budget, they are responsible for ensuring that everything is in order. When it comes to managing people who are focused on getting things done, a fantastic leader could be amazing at building relationships, but they might not be so good at management. In comparison, being that a manager can allocate resources, monitor performance and ensure that everything is in place they are already a leader. Focusing on **Transformational theory** states that effective leadership is gained through creating a positive relationship between team members and leaders (Siangchokyoo and Campion, 2020). Effective leaders guide the employees through the processes and ensure that they have a positive

work environment. This is considered to be a manager role managers can be a good leader and a leader cannot be a manager

On the other hand, leaders are often responsible for planning, detecting trends, and making key decisions that have an impact on the course that the company will take (Gurr and Drysdale, 2020). For example, during covid 19, many companies saw their leaders planning and making key decisions about the company. However, managers were left to organise the groups to ensure that the daily activities were taken to meet the goals. For **example**, the Tesla CEO, showcased poor management skills when he ordered all employees to be back without minding how the employees felt. This showed that leaders cannot be effective managers as they do not consider the employee's views. This is the difference between strategic thinking and strategically implemented tactics. Leaders do not mind when things are not entirely obvious, and they are willing to take chances that are measured. They are comfortable with uncertainty. Managers, on the other hand, are more concerned with putting plans into action, dealing with difficulties that come daily, and making sure that everything runs smoothly with no problems.

It is usual for leaders to be expected to stimulate innovation, inspire creativity, and be adaptive when working in a fast-paced setting. This is done to help ensure that everything in the workplace operates well. It does not disturb them that they do not know what will happen next, and they are ready to question the status quo. They are not bothered by this reality. For **example**, Steve Jobs who was the CEO of Apple, showcased high creativity in his ideas that saw Apple being a successful company. However, during his reign, the employees of the company were not happy as they were given realistic goals. The CEO did not care about the day's procedures as well as the activities that they had to go through to meet the demands. On the other hand, managers are more concerned with preserving stability, minimizing risks, and making certain that procedures are always followed and that they are implemented consistently (Settembre-Blundo and García-Muiña, 2021). A competent leader may have difficulties maintaining stability and consistency in a management role, even though they may be exceptional at promoting the

creation of innovative thoughts. This is because management positions require a lot of stability and consistency which Steve Jobs lacked.

On the other hand, it is essential to keep in mind that effective leadership typically necessitates the possession of skills from both management and leadership. They can find a decent balance between the two, or they can put together a team that balances their strengths and limitations. Managers can see the path that leads from point A to point B (Schermerhorn Jr and Wright, 2020). For them, it is crystal clear what must take place for their vision(s) to become a reality. In comparison, leaders are clueless about how to manage the process. They can operate the vehicle, but they are not aware of the mechanisms that make it function. In many cases, effective leaders have someone on their right who is knowledgeable on how to carry out certain tasks. For **example**, Johan Guardiola a football manager saw the team to victory. On the other hand, Johan Guardiola is capable of making things happen, but they are not innovators themselves, therefore they collaborate effectively with the right-hand man. Real-world examples demonstrate that many effective managers also possess excellent leadership abilities. These skills include the ability to inspire and encourage their team members, to communicate a compelling vision, and to cultivate a favourable environment at work.

Because of my experiences, I have had the opportunity to interact with a wide variety of people, each of whom can guide and lead others in a manner that is distinctive from the others. During my professional life, I have had the opportunity to work for a corporation in which the Team coach was a capable leader, but not a particularly strong manager. After I received my diploma from high school, this particular person took on the role of my supervisor. In terms of **leadership and management theory**, this person held both positive and negative characteristics. They served as both the leader and manager of the staff. Some of the attributes that the individual possessed that made them an excellent leader were having a solid awareness of current business trends, being able to plan exhaustively, and being able to make choices that were in the best interest of the organization. In their capacity as a manager, the individual has proficient abilities in the areas of interacting with employees, delegating tasks, and formulating strategies. In his

function as a manager, the individual could not efficiently manage time, form teams, and know the company's operations. In this regard, he was restricted in some way.

TASK 2-1000 words

There are various skills that I would deploy to manage and lead various groups of people including:

Skills to Manage

Personal Skills

Communication skills

Comprehension of written, verbal, nonverbal, and visual communication skills are the four components that comprise communication skills (Puscas and Holmboe, 2021). These are an essential component of every contact because they enable me to convey my message straightforwardly and provide information that is essential to the overall success of my work. Because my job probably requires me to work with others, having strong communication skills is necessary for successful collaboration. Among the members of the team, I can make requests for information, allocate work, communicate ideas, and learn new tactics. Building great professional relationships with my co-workers, customers, and clients is another benefit that comes from having strong communication skills and abilities.

Ability to work under pressure

To manage others I have to be able to perform well under pressure (Goleman, 2021). I should be able to maintain my concentration on the subject at hand by maintaining my composure and

performing effectively under pressure. To be able to handle hectic days or stringent deadlines from leaders I need to be organized, be able to multitask, and communicate well.

Time management

Skills in time management are necessary for the effective management of a job (Alvarenga and Silva, 2020). Developing or strengthening these skills will ensure that I can prioritize work, keep my attention, and remove distractions from my work. Consequently, this allows me to manage others to meet deadlines, allocate tasks when needed, and accomplish company goals. Creating a to-do list and tracking what needs to be done each day is one thing I will accomplish by deploying time management skills. My goal should be to complete the project before the deadline so that I have plenty of time to make adjustments and not rush through the process.

Employability skills

Problem-Solving and Adaptability

It is important to have communication skills such as the ability to find solutions to issues and adapt to the various situation. Creative thinking, finding alternative solutions and evaluating their effectiveness are important components of problem-solving. The ability to adapt quickly to new situations and circumstances and the willingness to take on new tasks are important adaptability factors.

Teamwork and Collaboration

By demonstrating the ability to work effectively and collaboratively with others I will be a good manager. The key to teamwork is being able to work well with other people and people from other departments in my team. I need to possess the ability to exchange ideas, work together to achieve a common goal, and incorporate constructive ideas all together creative solutions

Leader

Personal skills

Communication: To be an effective leader I should communicate everything from organizational goals to specific tasks at hand to their employees (Ciulla and Ciulla, 2020). Open communication between leaders, managers, and team members creates an environment where relief and clarity come and lets people want to do what needs to be done.

Relationship-building

For a leader to be successful, they must first construct and then sustain a powerful and cooperative group of individuals who are all working toward the same objective. Other personal leadership skills, such as the ability to resolve conflicts and communicate effectively, are required to successfully establish relationships, which is sometimes referred to as team building. I will be able to profit from evaluating the strengths of team members, allocating work, and achieving my goals more fluidly after I have a better understanding of each other.

Dependability

People can put their faith in me and rely on me when I am a dependable leader (Kouzes and Posner, 2023). A trustworthy individual is someone who follows through on their objectives and holds their promises. Strong relationships are the foundation of a resilient team, which can overcome any challenges that may come my way. These relationships are developed by a responsible leader. If I want to be dependable, I must meet deadlines, be honest, and fulfil my duties. If I am unable to fulfil a promise or a goal, I must communicate this fact as soon as possible and have a backup plan.

Employability skills

Integrity

Quite frequently, integrity is understood to be nothing more than truthfulness or honesty. Having a strong set of values, on the other hand, and being able to stand by them is also required to lead.

This is the act of behaving respectably, even while no one is looking. A leader should not be watched to behave respectfully. The concept of integrity in the workplace frequently refers to the act of making ethical decisions and contributing to the upkeep of a positive image for the organization.

Problem-solving skills

Problem-solving is a skill that good leaders possess, and they can solve problems that inevitably come on the job. To effectively solve a problem, it is often necessary to maintain composure and devise a solution that is broken down into steps. Having the ability to solve problems can assist leaders in making decisions quickly, overcoming challenges with their team as well as with teams from other organizations, and ensuring that projects are completed on schedule and by certain requirements.

Flexibility

The ability to be flexible is essential for a strong leader since it allows them to accept adjustments at the last minute or new problems (Schermerhorn and Wright, 2020). In addition to this, I should be receptive to feedback and recommendations. Managing the unexpected, initiating new courses of action, and suggesting new solutions are all ways in which my team can significantly benefit from my efforts.

How would the development of these skills improve individual and organisational performance?

Effective communication builds employee trust, which boosts production, productivity, and morale (Kalogiannidis, 2021). Good communication with clients and co-workers is also valuable to a company. Studies show that pressure management is crucial to performance and the success of the organization. High-pressure workers can manage disagreements and overcome obstacles with humour and tenacity. Leaders and staff can recognize stress and manage it. Due to internal

and external pressures like competing for departmental budgets and resources or meeting customer requests, this is crucial. We can react positively or negatively to stressors. Teams who do well under pressure sustain energy and motivation throughout difficult periods that could lower production. Flexible leaders can boost organizational resilience in stormy times. Leaders who are flexible and responsive can boost staff confidence in their capacity to overcome obstacles. This can encourage people to take risks, learn from mistakes, and bounce back.

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