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Module Name: Emergent Leadership Skills in Workplace

Module Code: BMSW6101

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INTERUDUCTION.

In this report, I will discuss understanding the leadership skills what I learn on this module what is an effective leadership skills the strength and abilities demonstrate that help to process guidance initiatives and see their employees towards the achievement of goal. Leaderships skills are essential component in positioning executive to make thoughtful decision about the organization, mission and goals, and the skills properly allocate resource to achieve the goals. And successful and effective leadership need to be some very important leadership skills, open communication, empty strategic thinking, creativity and positivity and flexibility and conflict resolution time management so these are the effective leadership skills that leader needs to be use in workplace to achieve the desired goal of the organizations. In this report I will discuss the leadership styles leaders use autocratic, democratic, laissez-fair leadership fair and transformational leadership style. These leadership styles are very important in all kinds of organizations and the leader needs to be motivated and properly guidance to their followers to achieve the task and make the organization successful. I'll discuss tackling the barriers to leadership. According to CIPD research about the barriers. Leaders need respect, responsibility, fairness, honesty, courage and kindness. These are the main ethics which are very important in leadership to achieve the goals and. to connect, attract and motivate their followers easily.

A. Effective Leadership Skills.

Effective leadership skills are an ongoing process of development no matter where you are in the organizational hierarchy. According to Cacioppe Effective leadership skills need a successful leadership experience, such as changing mindset. A goal focused and personal development and improved business and leadership skills. (Cacioppe,1998) Leaders have personal attributes, but leaders are defined by their ability to lead others to reach their identified potentially effective leader, and as a tool for developing effective leadership skills. How can we make leaders more successful even if they work on the ground level of the organization There are many factors that make leaders great and here are some very important leadership skills I will discuss. Believing highly impact leadership is not magic, it can be learned, and leader skill set by continuously one important thing for leadership development is leadership must believe in

the inherent values of their followers. And the leadership principle is like everyone, or every person has the capability to contribute positively. A successful leader must encourage and enhance the talent that surrounds them and provide direction for attracting identified and agreed upon the goals. The ability to inspire is the most critical skill that a leader needs. Create the highest level of work force, performance, engagement, and commitment with this ability, the leadership followers that move them into action, their feeling of purpose and meaning is enough to them. A leader motivates followers is the way to keep himself moving forward towards achieving goals. According to Fapohunda team building in the workplace is very important skills.(Fapohunda, 2013) Trust takes time and effort to build it and it is impossible to rebuild it when it's broken. If leader do communication honestly, even when things are not going as well as expected, team members will be more supportive and willing to go to the extra effort because of the honest leader. And they make more effort to reach the desired result of team goals. A leader has ability and important skills to solve problems and analyze the issues. Sometime on the new job with the new responsibility and leader has some complex issues and that team leader has ability to solve these problems quickly and to prove a good leadership skill to analyze this issue to successfully achieve the goals of the organization.

A leader's main responsibility is to make certain things get done. For business growth tasks to achieve their goals. He drives for result for business goals, and leader has ability to communicate powerfully and. Make an effective communication, and continuously do their followers. A leader must have the collaborate and promote teamwork, genuine leaders are allowed for the blending of ideas and create a better leadership. Making a good collaboration is a selflessness that requires mutual respect, trust and honest communication, most likely to see more intuitive ideas and high level of productivity. Ability to build a relationship with their workers. Spend some valuable times to building relation. On the workplace to share some good ideas to colleagues, clients and strategic partners and a member of the community. To get initiative of these kind of gatherings make a good relation and strongest skill for effectiveness of leadership.

B. Effective Leadership Style.

A business cannot function properly without leadership, but you need more than just seniority or an executive title to be a leader. Leaders exist at every level, providing guidance, motivation and clarity, and inspiring confidence among those around them, whether they are fellow employees

or not. How to impact those around you, and your actions affect the success of a company or decision depends on your leadership style it's true there are born leader, but any person can grow into a leader by embracing the lesson taught by leaders in their lives and looking inward to see how their behaviors impact those around the good leaders. Also, learn what they can do to continuously refine their leadership styles.

It is important to know the difference between management and leadership. In management manager give direction to employees to achieve the goals but in readership leader inspired the flowers.

1 Autocratic leadership style. A leadership style also known as authoritarian leadership can easily be summed up by the command, do as you re told. In this leadership style, directions come from the top, a singular figure who leaves his company or team in autocratic leadership style a deep policy procedure and the direction of the organization detecting everything to subordinate. In this leadership style, autocratic leaders are not collaborating with those in their circle. They are really interested in the feedback, and they prefer to hold all of the power and be in charge.

2 Democratic Leadership style. A leadership style is also known as a participative leadership style. In democratic leadership. Involves gathering input from all subordinates and team members, so everyone has a chance to contribute to the decision-making process. And Democratic leaders are still the decision maker, but their approach allows others to feel engaged and have a stake in the final outcomes. Projects are enhanced positively. contribution comes from all sides. The participative environments make great communicators, and all the followers find them easily approachable.

3 Laissez-fair Leadership in this leadership style Is not a who care approach. It involves empowering your employees, being hands-off, and trusting them to accomplish the task at hand without constant question or micromanagement () These leaders leave decisions to their employees while staying available to provide feedback when necessary. And these leaders are excellent at delegating, they instill confidence in employees when assigning them tasks without oversight.

4 Transformational leadership style in this leadership style, developing a grand vision and rallying on your employees around it. Under in this style the team is eager to transform and involve personally and professionally in order to achieve the overall goal within the organization and employees elegant team working under a transformational leader united for the singular

cause and the willing to commit their effort, time and energy to the organization. When it works, this leadership style allows employee to seek. Really the vision and the goal of the organizations Employees continuously work to achieve goals, everyone working together. And the lines of communication are always open between employees and the leadership. (Batool, 2013)

Transactional leadership versus Transformational leadership

Transactional leadership	Transformational leadership
Leadership is responsive.	They. She is proactive.
Works within the organizational culture.	Work to change the organizational culture by implementing new ideas, new visions
Transactional leaders make employees achieve organization's objective through reward and punishment system.	Transformational leaders motivate and empower employees to achieve company objective by. appealing to higher ideals and moral values.
Motivates followers by appealing to their own. Self-interest.	Motivates followers by encouraging them to transcend their own interests for those of the group or unit.

C Tacking the barriers to leadership in workplace.

Some barriers they're making leadership problems according to CIPD research (may,2014) that the need for leadership has changed the following global shift in the ways we work now better understanding leadership at the highest level in the hierarchy, many are seeking to devolve leadership down the line, expecting more junior managers and employees without managerial responsibility to treat organization agenda. CPID report about barriers to leadership and good people management in practice. Employees do not always feel empowered to make independent decisions because of lack of communication between the strategic and operational side of the business. Some senior managers perceive operational departments as lacking in the understanding of the strategic needs of the organization. The second challenge of leadership is the short term, bottom-line focus is the tension between the sustainability, performance, and immediate balance of profit and cost. With the sustainability of performance, ethical aspect of decision making and including the relevant measures in their behaviors or the value of frame works some individuals are actually receiving through performance management process and through informal aspect of organizational culture may be emphasis that level of short term and the problem with the target is everything is focused towards hitting that targets and you lose

sight of everything else you should be doing. You lose your ability to lead because you are being pressurized doing stuff. 3 Individualism in many organizations reward in the progression routes are linked to the process of an employee setting and delivering on a set of individual targets. In this process workers are not always effectively, working the objectives of the organization's and which leads to conflict of priorities between departments in the absence of charity on how once performance contribute to the wider regions, blame culture and preserve incentive may re-focus annual efforts on what is likely to serve their own performance. Focus on individual performance is one of the reasons why managers may be adopting a directive leadership style rather than empowering and coaching their staff.4 US and them mentality not just the difference in employees' demographic characteristics, although diversity has been shown to bring clear benefits to the innovation of the former greater innovation foundation and improved customer experience. People management process for example lengthy and rigidly enforced behavior framework can be inadvertently Favours sameness over the desirable level variety in local teams and corporate. Organization, policies and procedures aim at maintaining a fair approach. Become overly prospective manager in the studies then that they can often experience tension between. Blanket policy that should be applied to start to ensure standard energy behavior, on the other they need to allow for the variety of circumstances that make independent decision.

Some Barriers of leadership in some organizations in CIPD case

Report overview	Millers Oils	Thames Valley Police
Hierarchical structure.	Changing the Organization. culture. Self managing team.	Rules, Regulations , Policies. Fear of Secuties
Short term. Planning. Focus. Individualism and rewards us and them mentality making own decisions	Blaming each other. Managerial level problem.	Ranking system. Performance management and accountability.
Crime reduction initiatives. Rapid organic growth without sufficient investment. In consolidating process and structure problem.	American Tobacco. South Asia. Lack of agility. Problem between business and the people's leadership.	Lack of training and development.

External pressure challenge for managers. New role without demand?	Performance evaluation. Change the culture to create an environment that enables leadership.	
Communication problem between central functions and operations.		

4 Ethical Leadership.

Ethical leadership is the influence of moral person who moves others to do the right thing in the right way for the right reason. People in management or leadership positions behave according to a set of moral principles and values, to protect the rights of others and promote common goods. The leader must have six dimensions of the character of leadership trustworthiness, respect, responsibility, fairness, caring, citizenship, being reliable. Do what you say you will do. Having the courage to do the right things, being tolerant of differences. Use good manners to be considerate of others. Do your job think before you act play by the rules be open-minded. Don't take advantage of others' problems? Don't blame others, be kind, forgive others. Share with your community, stay informed, respect authority, protect the environment. The actions of leaders are the ways to accomplish goals ethically. Showing respect, serving others, showing and using goals to influence and identify and pursue worthy goals, establish goal agreed the honesty of leadership. Dishonesty creates negative effects on interpersonal relationships. Challenge of being truthful in appropriate way the power of leadership capacity to influence or affect others. Power use positively and negatively fair and caring in leadership be constantly vigilant ethical values and morale values being ethically helps guarantee various short term and long-term benefits. For your clients and stakeholders and your company, it helps foster a positive work culture in which clients and investors trust the company. Positive work culture also improves employee morale and inspires a high level of productivity. Ethical leaders make employees feel recognized and in doing so contribute to increased employee retention rates, typically feel safe when they take a little is in place when which means they may feel comfortable. According to (Barnard, 1938) The financial crisis of 2008 was the result of a complex combination of factors including high-risk loans. Transfer risk to the secondary market and entrepreneurs do not consider the potential consequences for borrowers, institutions or

markets. In contrast, ethical misconduct can occur when people realize the moral consequences of their actions. Organizational leadership plays an important role in managing ethical responsibilities. Effectively, leadership must help employees understand common ethical issues and make appropriate judgments. According to (Brown, et al.2005) The best understanding of the link between leadership and organizational ethics. Two words from social learning theory define ethical leadership. As a demonstration of appropriate and appropriate behavior through individual action, interpersonal relationships, and promotion of that behavior to followers through two-way communication, reinforcement, and award decisions. permission. And in particular, an emerging research group offers support for leadership-employee connectivity, but let it depend on attitudes and behaviors such as cohesion, physical safety, voice, civic behavior and performance of duties. The case study? Ethical Leadership. Good for business. In COVID-19 crisis we have seen the valuable leadership most notable in New Zealand. Which, under compassionate and ultimately ethical leadership of Prime Minister Jacinda Ardern, has reduced the cases to zero. Well, the deadly virus continued to run through much of Europe, as well as North and South America, like many of those who have worked and continue to work on the frontline in the fight against the virus, outrun example ethically by having the highest reward for others, by making decisions that result in the greatest good for the largest number of people who are affected by those choices. This type of leadership we need in a business. In order to control those who growth and profitability at the determinant of ethical decision making, we need leaders to be able to stand their ground and refuse easy gain that can be achieved by violating moral standards, but unfortunately act of courage in the corporate world are rare especially in the Nick cannon unmasked? How could I be stupid? Making decision in a pandemic.

Conclusion.

Overall, I learned a lot of things about leadership and leadership qualities and leadership skills and leadership ethics. I learn a lot of knowledge and skill about leadership. And effectively, leadership specific and widely accepted knowledge of leadership and I really enjoyed this module because I improve my learning and I get more confidence about the abilities of leadership and learn, skills and get motivation and this module was really helpful for me to get my desired goals in my life I improve my communication skills and learn about the different types of leadership and especially again how to manage people There are too many styles of leadership autocratic and democratic. So overall leaders are set directions to help themselves and others to do the right things to move forward for this leader. They create inspiring visions then motivate and inspire others to achieve and manage and deliver a positive vision either

directly or indirectly and build and coach their teams to make an organization successful. Leaders are always collaborating with their follower and giving respect and getting feedback to achieve the goals and the leaders sometime getting suggestions to making decisions what is the right things and listen to others and respect and making a good decision for the benefit of the organizations.

Part 2 reflective Essay about Leadership Skill.

In this module in learn about the leadership skills and knowledge and I learn about what are the main leadership traits and a lot of knowledge and skills is very important for leadership, I can apply in my practical life, and I learned about this module about the leadership. Leadership is influencing other people to follow anyone who can influence people to follow them as a leadership quality. Leadership happens at all levels within the organization and society, not just among those who work in identified leadership positions. Leadership means different things to different people, different cultures and in different situations. con

1 Accountability. The best leader takes full responsibility for their team's performance, whether the outcome is good or bad. As a leader, you should aim to praise your team when they perform well and provide constructive criticism to help them improve it. It is also important for you to take responsibility when you have made a bad decision or done something unfavorable.

2 Adaptability.

Experian leader understands that plans schedule an even goal can be changed at any time to become a strong leader. You should end for a flexible approach that allows you to provide a necessary guideline to your followers and. That develop related leadership characteristics such as a resource fullness and problem-solving ability to improve. Sense of adaptability. Practice accepting an overcoming unexpected challenge rather than resisting them.

3 Confidence.

Confidence is a very important trait in leadership. Every leader should demonstrate confidence Instill motivation even when obstacle impact progress, Leaders have the quality also tend to build trust quickly with their team and colleagues. By practicing presentation. Anticipating the questions you might receive a preparing effective, helpful answers.

4 Empathy.

Empathy is a trait of leadership as well when working in accompanying leader like executives, managers and. Other work at a high level then other team member. They always need to be empty. With other workers. They need to understand the problem and uh. All the issues relating to workplace, they need to be empathy to other people.

5 Positivity.

A great little. Always positive to motivate their teams to achieve goals. Do not. Giving them negative impact, they always motivate them and positively do their best work and. Exceed expeditions to be affective and greater you should. Exit positively during difficult situations such as overcoming obstacles or delivering constructive criticism. Part of the route, you can focus on the benefits of completing a major project instead of highlighting the hard work your team will have to complete the process.

6 Risk taking.

A leader regularly encounters risk, but they must know when to embarrass a challenge and when to take a safe approach to become a master and navigating risk. And leader need to hold to access situation and compare and strive to make its decisive judgment so that your team can. Readily accept and act upon your decisions.

7 Decisiveness.

We then must make difficult decisions, often quickly and just their choice to colleagues and employees. Some decisions will be a minor consequence, while many leaders are born in periods of great adversity or stress their rise too. The ocean and make the quick decision that inspire Confidence.

8 Critical thinking.

Elida ability to think through complex problem and scenarios can be. Sharpened through. Education. The more you learn, the more you are able to analyze and. Handle that situation very easily and you don't need to be think critically and enhance. Ability to make a decisive. And better choice for employees and organization.

9 Motivation.

Motivation is a great trait. Of all leaders. Has a common. Ability to inspire and influence others and. Greater always motivate their people to achieve the goals of organizations.

10 Integrity.

Integrity is must in leadership because leader need to be Honesty and ethics matters in the workplace to be a leader. You must process a level of integrity that earns you the respect of those working for you a. Among other things, integrity helps you build credibility with those in your workplace. And it is essential to achieve overall success.

11 Team building.

They don't need to be a great trait of team building. Team building skills will go a long way towards creating. Harmony in the workplace and in the political. The scenario as well a leader will need to be collaborate and. Nor about what? It takes motivating the team. And how to inspire and how to bring them together to accomplish to achieve the goal.

In this module I learn a different style of leadership and. I personally seek feedback and input from subordinates. It encouraged conversation and participation in the decision-making process. This leadership style is across industries and organization and politics. So now are you as well? And here are. Some benefits which I will discuss about Democratic leadership. In democratic leadership style, the employees and the followers has improved engagement and it also increased the job satisfaction and employees experience and it will boost up employees and follower morale and it increase the productivity and employees feel morale valued at work and its strength workplace relationship at all levels. And in democratic leadership style, people feel more connected to the task and in it they are feeling empowered and to suggest creativity. Solutions collaboration is more fruitful in the Democratic leadership tab. It's brainstorming. More energized, it built trust between leader and followers, employees and teams and management. And there are too many benefits of Democratic leadership. I personally suggest I like the Democratic leadership style.

And in this module. A lot of lot of knowledge and skill and all the leadership skills, trait and style, but I think one thing I need to be mentioned here uh, which we. Miss it? I just want to touch Um. Risk or Crisis management? And this was missing or just a little bit touch. The in the crisis times or disaster times so hot need to be given a crisis management policy. So, we need to be three ways to deal with the crisis. So first we have to be preventions and we need to prepare and practice, and we need to be promoted professional and positive and proactive response to

handle the, the crisis management in the disaster times and for example in the COVID 19 and nowadays wars. Russia. And Ukraine needs to be this kind of crisis time, so we need to be a crisis management and we need to be prevented and we have to be good practice to make a positively success in the bad situations.

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Appendix.

APPLICATION

(Continued)

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Statement	Strongly disagree	Disagree	Neutral	Agree	Strongly agree
22. Leadership is about how leaders work with people to accomplish goals.	1	2	3	4	5
23. Effective leadership is best explained by the leader-follower relationship.	1	2	3	4	5
24. Leaders influence and are influenced by followers.	1	2	3	4	5

Scoring

- Sum scores on items 1, 7, 13, and 19 (trait emphasis)
- Sum scores on items 2, 8, 14, and 20 (ability emphasis)
- Sum scores on items 3, 9, 15, and 21 (skill emphasis)
- Sum scores on items 4, 10, 16, and 22 (behavior emphasis)
- Sum scores on items 5, 11, 17, and 23 (relationship emphasis)
- Sum scores on items 6, 12, 18, and 24 (process emphasis)

Total Scores

- Trait emphasis: 15
- Ability emphasis: 14
- Skill emphasis: 20
- Behavior emphasis: 18
- Relationship emphasis: 18
- Process emphasis: 20

Scoring Interpretation

The scores you received on this questionnaire provide information about how you define and view leadership. The emphasis you give to the various dimensions of leadership has implications for how you approach the leadership process. For example, if your highest score is for trait emphasis, it suggests that you emphasize the role of the leader and the leader's special gifts in the leadership process. However, if your highest score is for relationship emphasis, it indicates that you think leadership is centered on the communication between leaders and followers, rather than on the unique qualities of the leader. By comparing your scores, you can gain an understanding of the aspects of leadership that you find most important and least important. The way you think about leadership will influence how you practice leadership.

(Continued)

Scoring

To score the questionnaire, sum the number of times you selected each of the items A, B, C, D, E, and F. The sum of A responses represents your preference for Duty Ethics, the sum of B responses represents your preference for Utilitarian Ethics, the sum of C responses represents your preference for Virtue Ethics, the sum of D responses represents your preference for Caring Ethics, the sum of E responses represents your preference for Egoism Ethics, and the sum of F responses represents your preference for Justice Ethics. Place these sums in the Total Scores section that follows.

Total Scores

A. Duty Ethics: 4
B. Utilitarian Ethics: 2
C. Virtue Ethics: 0
D. Caring Ethics: 0
E. Egoism Ethics: 0
F. Justice Ethics: 4

Scoring Interpretation

The scores you received on this questionnaire provide information about your ethical leadership style; they represent your preferred way of addressing ethical dilemmas. Given a situation with an ethical dilemma, this questionnaire points to what ethical perspective is behind the choices you would make to resolve the dilemma. As you look at your total scores, your highest score represents your primary or dominant ethical leadership style, your second-highest score is the next most important, and so on. If you scored 0 for a category, it means that you put lower priority on that particular ethical approach to guide your decision making when facing ethical dilemmas.

- If you scored higher on Duty Ethics, it means you follow a set of moral rules and do what is expected of you when facing an ethical dilemma. You focus on fulfilling your moral obligations and doing your duty.
- If you scored higher on Utilitarian Ethics, it means that you try to do what is best for the most people overall when facing an ethical dilemma. You focus on what will result in happiness for the largest number of individuals.
- If you scored higher on Virtue Ethics, it means that you pull from who you are (your character) when facing an ethical dilemma. You act out of integrity, and you are faithful to your own principles.
- If you scored higher on Caring Ethics, it means that you give attention to your relationships when facing an ethical dilemma. You may give special consideration to those with whom you share a personal bond or commitment.

