

**A District 105, PQD 2017-18 Initiative
Approved by Balaji Nagabhushan, DTM
Program Quality Director : 2017-18**

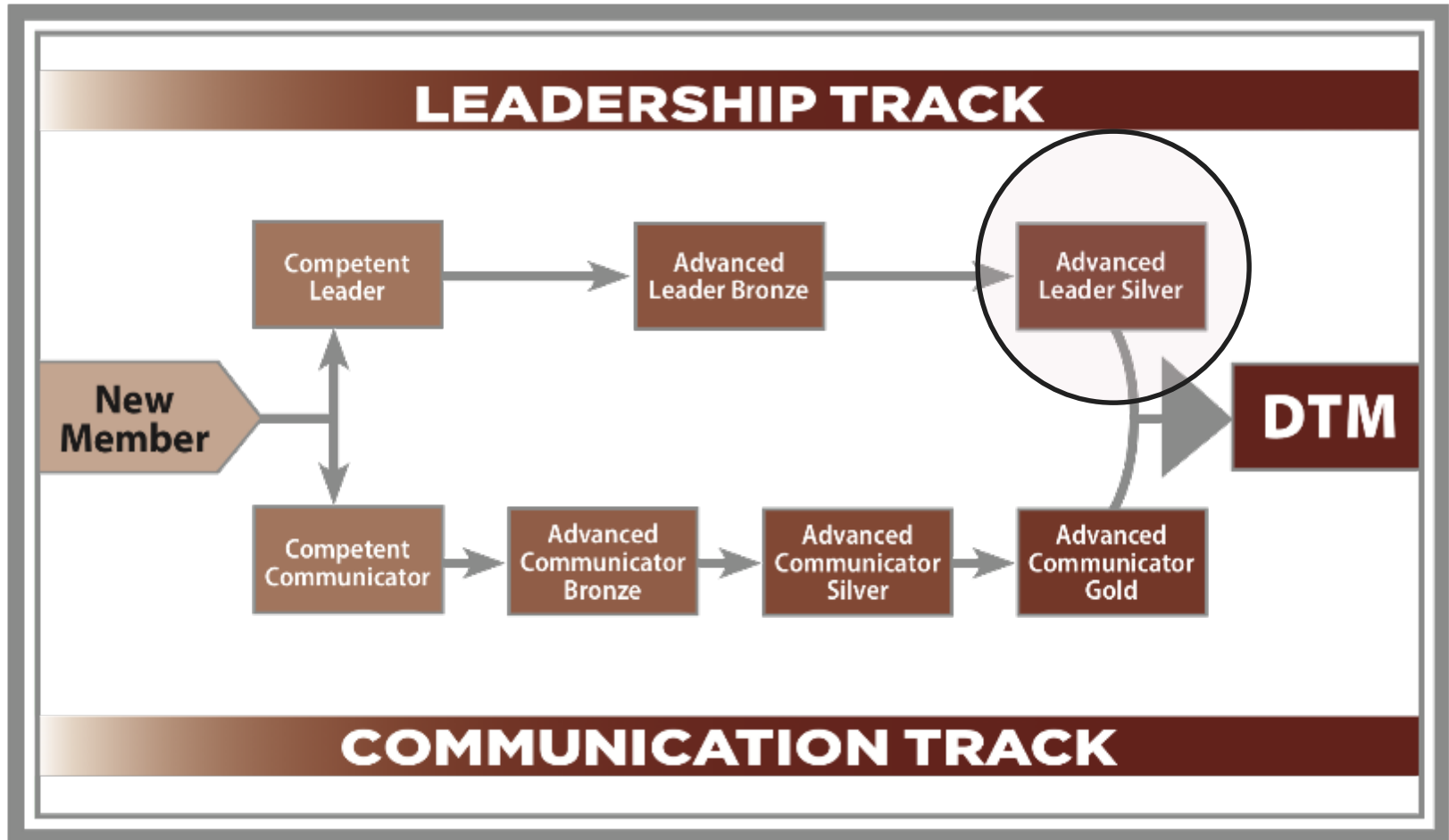


High Performance Leadership

Guidelines

**Overview documented by
A. Hariharan, DTM**

The Toastmasters Education Program



Advanced Leader – Silver Requirements



- Achieved Advanced Leader Bronze award
- Served a complete term as a District leader (District Director, Program Quality Director, Club Growth Director, Public Relations Manager, Administration Manager, Finance Manager, Division Director or Area Director).
- **Completed the High Performance Leadership program**
- Served successfully as a club sponsor, mentor or coach

What is High Performance Leadership?

The Six Dimensions of Effective Leadership

1. Vision and Values
2. Direction
3. Persuasion
4. Support
5. Development
6. Appreciation

The Six Dimensions of Effective Leadership

- **Vision and Values** : Good Leaders visualize what they would like to have happen, they can understand what is happening now, and they decide what needs to be done to make their vision become a reality.
- **Direction** : Good Leaders help people accomplish tasks necessary to turn the vision into reality. Good Leaders set goals, establish priorities and delegate responsibility as necessary.
- **Persuasion** : Good Leaders persuade others to see, understand and believe in their vision. When others believe as you do, they are more likely to commit themselves to achieving your objective.
- **Support** : Good Leaders encourage creativity. When the team encounters problems, Good Leaders provide the guidance necessary to resolve the problems quickly and effectively.
- **Development** : Good Leaders provide opportunities for their team members to fulfill their own needs and goals. Good Leaders challenge team members to learn new skills, but make it clear that they are expected to work hard.
- **Appreciation** : Good Leaders know that their team members need to be appreciated, and readily recognize the team members with praise for their efforts and accomplishments.

What does the High Performance Leadership project do?

The High Performance Leadership project helps you develop your Leadership skills on a project of your choosing. The program consists of five parts offering instruction and practice in such vital Leadership areas as:

- Developing a mission and vision
- Goal-setting and planning
- Identifying values
- Building a team

The Role of your Guidance Committee

As you work with a Guidance Committee on your project, you receive feedback on your Leadership skills at each of the following steps:

- Learning About Leadership
- Choosing Your Objective
- Winning Commitment to Your Objective
- Working the Plan
- Analyzing and Presenting Results

The project may be completed within your Toastmasters Club, Area or District or even within your company or community.

Learning about Leadership

- Assess your knowledge of Leadership
- Assess your Leadership skills
- Develop list of Leadership projects to be discussed with Guidance Committee
- Recruit a Guidance Committee
- Meet with Guidance Committee and select project

Choosing your Objectives

- Describe your Vision
- Write your Mission statement
- Define your core Values
- Plan speech about Vision for presentation to your Club
- Review your plan and speech with your Guidance Committee
- Present speech to your Club

Winning Commitment

- Recruit your action team
- Reach agreement on Vision, Mission and core Values
- Create an Action Strategy
- Identify Key Result Areas
- Set Goals and Deadlines for each and assign responsibility
- Create Action Plan
- Meet with your Guidance Committee

Working the Plan

- Review progress against action plan
- Identify and overcome any problems
- Handle interpersonal conflicts
- Re-evaluate overall plan
- Get feedback from team about your Leadership
- Reassess Leadership skill
- Meet with your Guidance Committee

Analyzing and Presenting your Results

- Analyze the final results of your project
- Meet with your Guidance Committee to review
- Present your project results as a 5 - 7 minute speech to your Club

Prepare to Submit your Award Application

- Obtain feedback from your Club's Vice President – Education and one other experienced (preferably Toastmasters) member
- Obtain sign-off from your Guidance Committee
- Request your Club's Vice President – Education to submit your Award Application to World Headquarters by email

High Performance Leadership Program – some ideas

- Organizing a Division or Area Annual Conference as the Conference Chairman
- Member retention and membership building for a Club, Area or Division
- Starting a new Club
- A Leadership project related to the needs of the company you work for
- Organizing a community project
- Volunteer and work with one of the various community organizations

Your project can be in any field as long as it is legal, ethical and socially responsible.

A project conducted outside Toastmasters must not be represented as being endorsed by Toastmasters International.

The project should be one that makes a positive contribution to your cause, is one where you are able to see results in a reasonably short period of time and involves several people with whom you can work in a Leadership capacity.

The HPL Kit



The Manual



Guidance Committee Workbook

Item 262 : Price - US\$ 14 + shipping

**For Guidance and Clarifications
contact**

A. Hariharan, DTM

Email : tmhari.soa@gmail.com

Telephone : +971-50-3591820



**WHERE
LEADERS
ARE MADE**