







We are Going to Cover a Lot of Ground

- Women key to the transformation of the industry
- Women already have the right stuff
- Women are the catalysts for change in the industry
- Standing in your own power requires figuring out what you are up to really

SO PRESUMING ALL OF THESE THINGS ARE GIVEN

- Now it's time to figure out what kind of a leader you want to be
- And what kind of difference you want to make

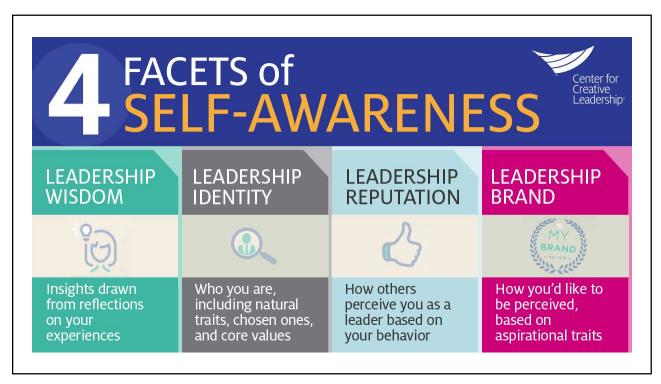
Let's Start Figuring Out Who You Are as a Leader

- You don't need a title to be a leader.
- Leadership isn't about position or rank, it's about intention, influence, and impact.
- · It's a responsibility.
- We need leadership at every level.
- Not all leaders look alike, sound alike, or act alike.
- But there are some identifiable characteristics.





5



Building Your Leadership Identity



What is leadership?

How do you see yourself?

What kind of leader are you?

What are your leadership strengths?

What will be your Leadership Niche?

What's Your Leadership Brand?

7





How Do You See Yourself?

If you don't already see yourself as a leader, we will change that today.

9



Recognize the Simple Acts of Leadership in Yourself

- Asking an insightful question that reconnects your team back to its mission.
- Acknowledge someone who's doing the right but difficult thing
- Encouraging your group to reach for a goal that's slightly beyond what's comfortable or expected
- Calling out someone for her grit when she's having a train wreck of a day
- Reminding people that change can be hard, but the impact it will have on others is worth the effort
- Attacking the strategic task before the easy task
- Saying "Let her finish," when someone's getting talked over
- Voicing agreement in support of a great point made by a teammate.

Where is Your Focus as a Leader?











FOCUS ON CHANGE FOCUS ON **PEOPLE**

FOCUS ON **RESULTS**

FOCUS ON **SERVICE**

FOCUS ON THOUGHT

According to McKinsey & Co, effective leaders share 4 behaviors that account for nearly 90% of leadership effectiveness: (1) Supporting others (2)Solving problems (3) Seeking out different perspectives (4) Delivering results

11

Change Leaders





- They make organizations better through disrupting, transforming, and optimizing them. They eliminate inefficiencies and break down barriers that others fail to
- Signs that you're a Change Leader:
 - You can't help but spot improvements that could make life easier for others or help things run smoother.
 - You love to attack a stretch goal by changing underlying conditions and mindsets that could be preventing the goal from being realized.
 - You have a passion for excellence and are always looking for a smarter, faster, more efficient way to get things done.

People Leaders



- They thrive on developing people, teams and organizations.
- Signs that you're a People Leader:
 - You enjoy motivating, empowering, and developing people.
 - You give credit to others and recognize people who do great work.
 - Your greatest joy is seeing others succeed.

13

Results Leaders



- They are goal driven and motivated to strive for a high bar of performance.
- Signs that you're a Results Leader:
 - You get fired up by having clear, meaningful, measurable goals.
 - You thrive in competitive work environments.
 - When faced with goals others may shy away from, you say "watch me."

Service Leaders

- They fight to support others, whether external customers, internal stakeholders, or a certain population, and see them succeed.
- Signs that you're a Service Leader:
 - You always look out for the customer, make sure they are heard, and champion their cause.
 - Your values and personal mission come alive in your work.
 - Your purpose is to stand up for others and help them thrive.



15

Thought Leaders



- They are the experts, visionaries, and futuristic thinkers who love to innovate and disseminate knowledge.
- Signs that you're a Thought Leader:
 - Your passionate about your area of expertise, love to learn and share your knowledge with others.
 - You're always looking for ways to apply your knowledge to make a difference.
 - You light up when you discover a challenging problem to solve.

Is There One That Stands Out?
Are There a Couple That Best Describe You?
Do You See Yourself in Many?

17

Now Think About Your Strengths

Three Classifications of Strengths

- Professional Strengths
- Leadership Strengths
- Character Strengths





1. Professional **Strengths**

- These are the easy ones to figure out
- Don't be modest here
- Skills, talents, expertise usually associated with your profession or
 - Pre-con and estimating
 - · Project management
 - Structural detailing
 - Design
- Think about what people acknowledge you for
- Also think about those that you know you're good at but you haven't had a chance to do

19

2. Leadership Strengths



100 LEADERSHIP QUALITIES

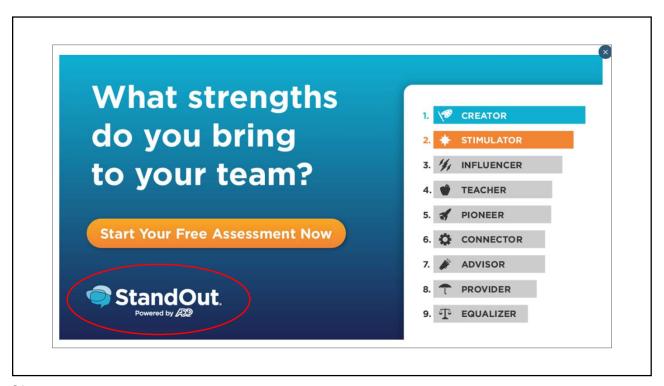
A leader is someone who...

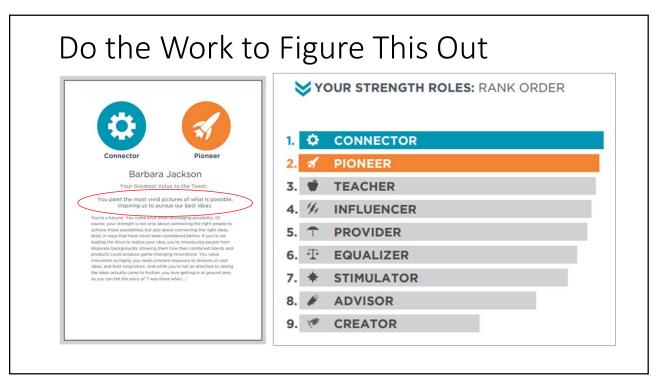
- 1. Sees the big picture
- 2. Thinks strategically 3. Focuses on the future
- 4. Sets the vision
- 5. Sets the direction 6. Displays a strong business acumen
- 7. Strives for continuous improvement
- Sees a cross-functional, cross-organizational view
- 9. Thinks critically
- 10. Focuses on the customer
- 11. Possesses strong interpersonal skills
- 13. Sends clear messages
- 14. Speaks in an impactful way
- 15. Delivers effective speaking presentations 16. Gives open, honest, and direct feedback
- 17. Listens to understand
- 18. Asks the right questions at the right time 19. Manages crises and conflict with ease
- 20. Breaks down complex information in simple
- 21. Interacts comfortably with people at all levels 22. Stays positive and constructive during difficult conversations
- 23. Finds middle ground and a path forward 24. Goes above and beyond
- 25. Focuses on results

- 26. Likes to succeed
- 27. Drives results 28. Gets things done
- 29. Embraces and leads change
- 30. Acts decisively
- 31. Stays goal-oriented and solution focused 32. Makes decisions in times of ambiguity
- 33. Completes difficult tasks despite obstacles
- 34. Exudes energy and determination
- 35. Pushes for what she believes in
- 36. Embodies a positive attitude
- 37. Has tenacity and curiosity
- 38. Strives to accomplish what she commits to doing
- 39. Takes ownership
- 40. Takes charge and assumes responsibility 41. Sets high standards
- 42. Has excellent organizational skills
- 43. Takes risks
- 44. Is fearless 45. Exudes honesty and dependability
- 46. Wins trust 47. Earns respect
- 48. Collaborates
- 49. Operates with integrity and fairness
- 50. Has a thirst for learning

- 77. Sets clear expectations
- 78. Trusts others to do their jobs without micro
- 79. Enables others to be successful
- 80. Removes obstacles from a team's path
- 81. Gives positive and constructive feedback
- 82. Allows people to learn from mistakes 83. Develops strong talent
- 84. Mentors, coaches, and develops people 85. Empowers others
- 86. Provides people with the tools and autonor to get things done
- 87. Acts as a strong advoc manages and mentors 88. Gives credit where it is due
- 89. Celebrates others' achievements
- 90. Rewards good performance
- 91. Creates opportunities for visibility
- 92. Attributes successes to those who contributed
- 93. Builds up team members and helps them grow
- 94. Understands the motivations of others to inspire them in their work 95. Identifies and utilizes others' strength
- 96. Encourages others to do their best
- 97. Cares about the well-being of the team
- 98. Enjoys seeing others succeed
- 99. Brings out the best in people

100. Helps others shine



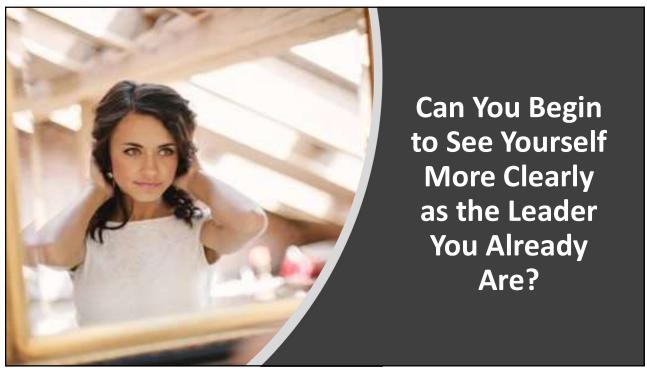


3. Character Strengths

- May be thought of as personal strengths
- These are strengths that make you uniquely you
- They are tied to your values and motivations
- They are what make you stand out
- How have others consistently described you
- 24 universal character strengths

Wisdom	Courage	Humanity	Justice	Temperance	Transcendence
Creativity Originality Ingenuity Adaptive	Bravery Valor Fear-facing Speaking up for what's right	Love Sacrificial Confidently vulnerable Many close relationships	Teamwork Citizenship Socially Responsible Loyal	Forgiveness Mercy Belief in Second Chances Accepting others short- comings	Appreciation of Beauty • Awe, wonder and elevation from all forms of beauty.
Curiosity Explorative Openness Inquisitive	Perseverance Persistence Follow- through Work-ethic	Kindness Generosity Nurturing Altruistic Compassion	Fairness Un-biased Objective Equitable Moral	Humility Modesty Less talk, more walk.	Gratitude Appreciative Thankful Feeling blessed by all including hardships
Judgment Critical Thinking Perceptive Analytical	Honesty Authentic Genuine Integrity Trustworthy	Social Intelligence • Aware and perceptive of emotions of self and others.	Leadership	Prudence - Careful - Cautious - Sensible	Hope - Optimism - Future-oriented - Ambitious
Love of Learning Mastering New Skills Always adding knowledge	Zest Vitality Enthusiasm Vigor Energetic	24 CHA STREN		Self-Regulation Disciplined Self-control Managing impulses & emotions	Humor Playfulness Light-hearted Keeping others smiling
Perspective Seeing and understanding the big picture					Spirituality Faithful Understanding of purpose and meaning.

23



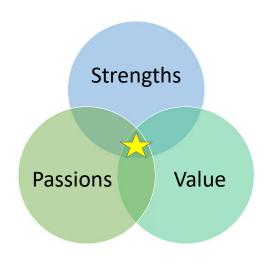


Perhaps It's Time to See Yourself in a Different Light and Recalibrate Your Goals?

- What issues, challenges, or problems do you see?
- · What's not working and nobody else is addressing?
- · What opportunities are being missed?
- What are you waiting for?

25

Finding Your Leadership Niche



- Your strengths and your passions are intertwined.
- Your value is connected to who you work for and what they are up to.
- It's up to you to figure out how your strengths and your passions can best serve what your company or your team needs.
- Do some investigation, listen in and be a part of strategic initiatives.
- Where's the company want to go? How can you help them get there?
- Lead the way...

Building Your Leadership Brand

- Everybody has a brand but most times it's created by default not by intention.
 - How are you perceived by people on your team?
 - How are you perceived by folks outside the team and outside the company?
 - How do people describe you when you're not around?
 - What's your personal brand at work?
 - · How are you known?
- Does it align with how you want to be known?



27

Evolving Your Brand

Entry Level Brands

- Valued contributor
- Team player
- Gets sh!t done
- Specialist
- Go-to person

Mid-Level Brands

- Project leader
- Strategist
- Team leader
- Results driver
- Fixer
- Innovator

Senior Level Brands

- Big picture leader
- Visionary
- Dealmaker
- Thought leader
- Turnaround artist

What Do You Want Your Brand to Be?

01

Think of your purpose.

02

Think of the kind of leader you are or want to be.

03

Think of your strengths and your passions.

04

Think about how you are already known.

05

Think about your goals.

29

Collection of Sample Brand Tags

Change Results People Trans Enable Tale Chang Builde Tran Trans Unlea Maste Deve Multip Fixer: Lead Revolu Proces Organ Lead Proce Accele Intra Cataly Enable Tean Corpo Game Tean Trans Proble Transi Emp Soluti Leader Cult Leade Comp Passi Delive Busine Closer Cult Quiet Leade Enab Cham Evang Evolu Com Passio Turna Quie Leade Badas Char Trans Bomb

Service Leader Brands

- · Leader of change inspired by customers
- · Force that drives customer championship
- · Deliverer of delightful consumer experiences
- · Partner with a path
- · Customer-centric thinker
- · Customer trust advocate
- Advocator
- · Chief relationship officer
- · Uniter of technology and people, in service of customers
- Passionate driver of outstanding design that users love and value
- · Marketer that C-suite leaders turn to for counsel
- · Brand advocate
- Grower of customer crystals
- · Passionate driver of outstanding design that users love and value
- Healer of what's broken

Once You've Built Your Leadership Identity It's Time to Declare Your Mission



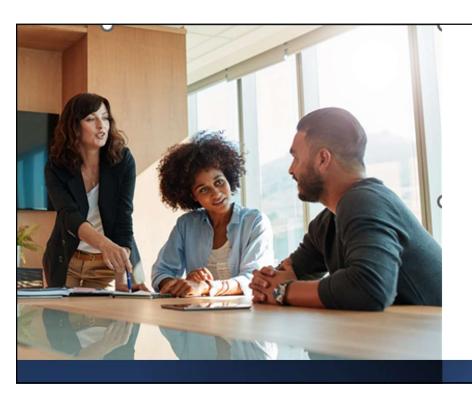
31



Look for the Gaps, Look for What's Not Working, Look for What's Missing, Look for What's Not Okay With You...

And set out to fill it, make it better, change it.





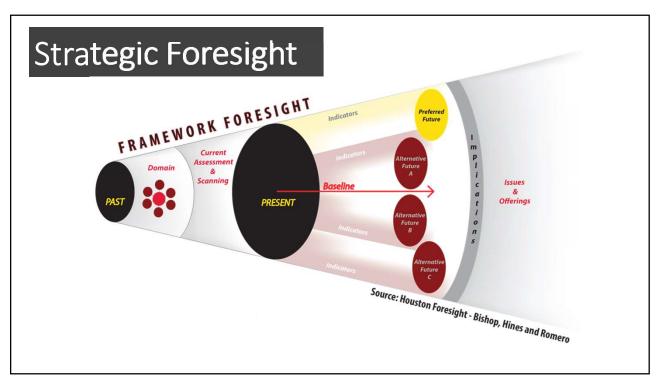
Creating Your SHIFT LIST

- From Tactician to Strategist
- From Doing to Delegating
- From Optimizer to Transformer
- From Order Taker to Rule Breaker
- From Me to We

1. From Tactician to Strategist TEAMWORK ACTION IDEAS PLANNING PLANNING REMOVATION SKILL SKILL PLANNING PL

- Strategy is nothing more than a plan focused on the future.
- It's what leaders do.
- What size is your change project?
- Is it near future or longer future?
- What's the scope of your influence?

35



2. From Doing to Delegating

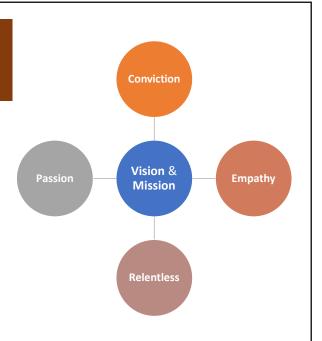
- Must decide to "DO" less to be a Leader
- Create a <u>"DO NOT DO"</u> list
- That means you can't do this alone



37

3. From Optimizer to Transformer

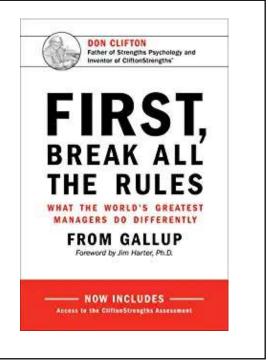
- Influence versus power
- It takes courage to be a transformer
- You must really believe in what you are trying to do.
- You must find and cultivate people who agree with you without positional power
- You must be able to communicate the future state that will be created by the change.





4. From Order Taker to Rule Breaker

- Risks taking is part of the leadership landscape
- Change can't happen if the rules keep preventing you from doing things differently
- We have a lot of spoken and unspoken rules in our business
- If you are going to lead change, I guarantee you, you will have to break some rules





5. From "ME" to "WE"

When you shift your attention from your own success to the success of the team, or group, or organization that's called Leadership.



Which Shift Would Contribute the Most to Your Ability to Move You Toward Your Leadership Goal?

- Some things are more urgent than others and some items you may not need to do at all.
- Focus on shifting just 1-2 items a year.

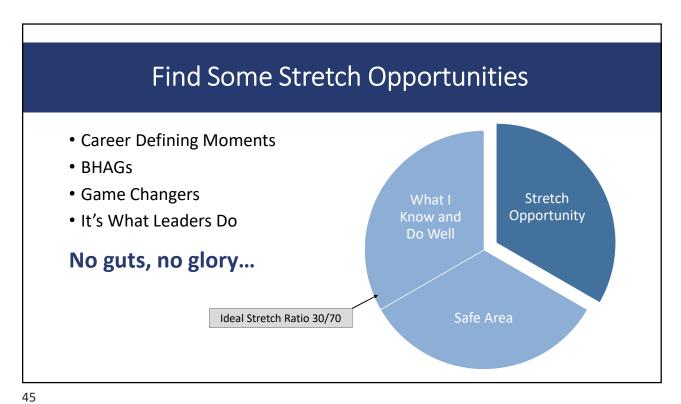


43



Create Career Defining Moments

- At some point, being a leader gets real.
- You must decide to take action.
- Must leave the comfort of business as usual.



Tips on Looking for That Stretch Opportunity



Stretch Opportunities WILL Get You Noticed!

Amplifying Your Accomplishments

You can't wait to be noticed.

You must learn to make noise in quiet ways.

Don't wait for your annual review.

Reproduce wins wherever you can.

Tie accomplishments to bottom-line growth.

Become a voice of authority on a subject matter.

Connect and share your expertise.

A Small Sampling:

- Forward a message to your boss, or boss's boss, where someone thanked you for a job well done
- Make an instructional video that addresses an ongoing challenge.
- Chair a professional committee outside the company and make it known.
- Invite a leader to a team meeting to bring him up to speed on progress.

47

Women and Self-Promotion

There's clearly a societal double standard.

Women have to be more stealth.



Rally Your Troops

- The vision you've created and the mission you're on is no longer just about you.
- You've engaged others, influenced others, and enrolled others.
- Now it's time to assemble your "Girl Gang" or your "Swat Team."
- Think of it as your Executive Committee.
- These close-knit comrades are critical especially if you're leading without positional authority.



49

Not Everyone Will Be Rooting for You

The reality of Office Politics

- Hardly anyone likes office politics, but some people are better at navigating them than others.
- Avoiding politics altogether can be deadly for your career
- You need to learn how to work it ethically to your advantage
- Positive political skill can be a force for good and can be an acquired leadership skills
 - Networking ability
 - Sincerity
 - Interpersonal influence
 - Social astuteness



Build An Advocacy Group of Influential People

- Sponsors are critical, especially for women.
- Women are less likely than male counterparts to benefit from sponsorships
- They are the help you don't know you need
 - · Women underestimate their influence
- · Sponsors empower you to make bold moves
 - People with sponsors are 22% more likely to ask for stretch assignments
 - Kind of a career safety net
- Sponsors enhance your career satisfaction
- Sponsors transfer a "halo" of power protégés
 - Sponsorship, not mentorship is how power is transferred in the workplace



51

Difference Between Mentors & Sponsors

Mentors

- Give you perspective
- Talk to you
- Help you skill up

Sponsors

- Give you opportunities
- Talk about you
- Help you move up



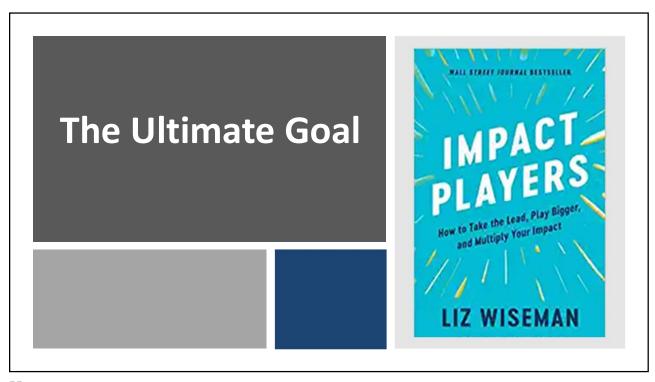
You don't choose a sponsor. A sponsor chooses you.

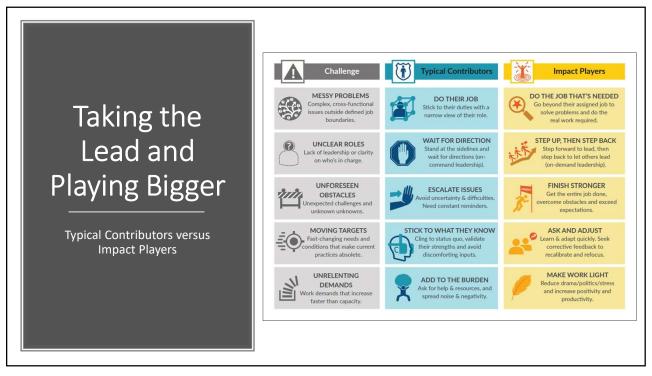




Potential Missteps Along the Way:

- Waiting for permission or an invitation to be a leader.
- 2. Doing work that will never make you shine.
- 3. Being good at a lot of things and famous for none of them.
- 4. Allowing others to define your reputation.
- Getting stuck with a dead-end brand. Not scalable.
- 6. Acting like a doer, and not a leader.
- 7. Accepting low visibility assignments.
- 8. Downplaying your accomplishments.
- 9. Working when you should be relationship building.
- 10. Avoiding office politics
- 11. Being over mentored and under sponsored
- 12. Climbing the ladder and then kicking it away.

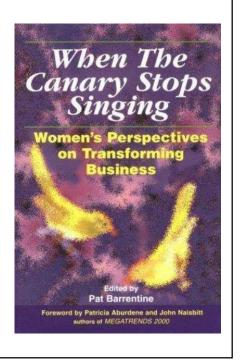








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In the Construction Industry the canary has clearly stopped singing and women have been quietly sounding the alarm from every level.

59



It's Time to Step it Up and Take the Lead

No one else is going to do it...

YOU ARE THE LEADERS WE NEED

Transforming Leadership & Culture in the AEC Industry

THANK YOU



barb@barbarajackson.com 805-610-6130



61



• http://constructionleadershipbootcamp.com/registration/



Leadership Boot Camps

- *April 30-May 3 FULL
- *Sept 24-27 FULL
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2024 Dates already scheduled for **Feb, May, Sept, & Dec** Registration to open in the fall.

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