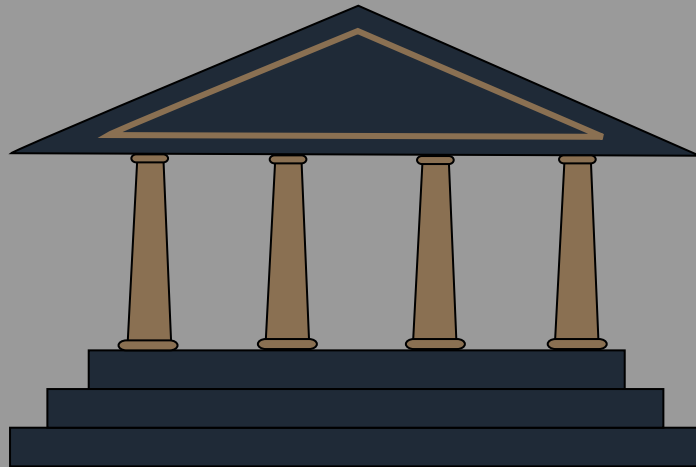# The Total Leader™

Effective
Motivational Leadership™

LMI®

PAUL J. MEYER
AND RANDY SLECHTA

Developing the leadership within your organization

ONE: The Challenge of Becoming an Effective Motivational Leader

The Responsibilities of Leadership
The Core Values of Effective Leadership
A Positive Self-Image Leads to Success
Choosing an Attitude of Courage
Effective Leadership Demands Courage

TWO: Vision and Communication

The Importance of Vision
Understanding the Need for a Clear Vision
Commitment to a Shared Vision
Communication – the Vital Human Connection
Rewards of Successful Communication
Communication Skills Can Be Learned
Planning the Total Message
Verbal and Non-Verbal Communication
Careful Listening for the Total Message
Communicating in Writing
Communicating Effectively in Groups
The Power of Persuasion
The Authentic Communicator

THREE: Becoming a Motivational Leader

Methods of Motivation
Understanding Human Behavior
The Process of Motivation
Motivation is Personal and Internal
Basic Human Drives and Desires
Motivation in the 21ˢᵗ Century

FOUR: Building and Leading Effective and Productive Teams

What Makes up a Successful Team?
Team Building: Recruiting Winners
Keys to Effective Teams

FIVE: Developing People to Their Full Potential

Bringing out the Best in Team Members
Personal Growth and Renewal
Principles of Growth
Training for Skill Development
Coaching for Results
The Coaching Process

SIX: Empowering Team Members

Sources of Authority and Power
Making the Most of Authority and Power
Sharing Power with Team Members
Delegating with a Purpose
Overcoming Obstacles to Empowerment
Empowerment through Delegation
An Organization of Leaders

SEVEN: Leading Change and Innovation

Change is Everywhere
Overcoming Resistance to Change
Leading the Way for Change
The Psychology of Change
Using Innovation to Succeed
Leading Innovation in Your Organization

EIGHT: The Leader of the Future

Leading Into the Future
The Demands of Leadership
Rewards of Leadership
Your Leadership Journey