



**AN IN-DEPTH STUDY BASED ON THE BOOK “THE 21 IRREFUTABLE LAWS OF LEADERSHIP – 10<sup>TH</sup> ANNIVERSARY EDITION” BY JOHN C. MAXWELL**

*“No matter where you are in the leadership process, know this: the greater the number of laws you learn, the better leader you will become. Each law is like a tool, ready to be picked up and used to help you achieve your dreams and add value to other people.”*

**I. INTRODUCTION: First Point of Open Discussion To Your Group:**

- A. What tools are you using to raise your level of leadership and, in turn, your effectiveness?
- B. Rate your leadership on a scale of 1 (low) to 10 (high) and discuss how you assess your effectiveness.

*“The one thing you need to know about leadership is that there is more than one thing you need to know about leadership!”*

Some laws will expose weaknesses you may not have ever realized you had. Some laws you may already practice. All are tools to help you achieve your purpose and dreams.

**THE LAW OF THE LID**

*“.....leadership ability is the lid that determines a person’s level of effectiveness. The lower an individual’s ability to lead, the lower the lid on his potential. The higher the individual’s ability to lead, the higher the lid on his potential. To give you an example, if your leadership rates at 8, then your effectiveness can never be greater than a 7.....Your leadership ability – for better or worse – always determines your effectiveness and the potential impact of your organization.”*

**A. GOAL SETTING**

- Discuss your current 3 major goals – will you need assistance? ➤ Do you need to build a team?

**McDonald’s story** (p. 1-4). They created a great concept, they were financially secure, and they had the business sense to change with the times and implement “*Speedy Service System*”. Their genius was in customer service and organization.

- Discuss 3-5 strengths you possess that can assist you in achieving your goals and aid you in supporting the leadership role of your team.
- What is your weakness? The 21 Irrefutable Laws of Leadership Mastermind Guides
- What would hinder or prevent your success?

***“The higher you want to climb, the more you need leadership. The greater the impact you want to make, the greater your influence needs to be. Whatever you will accomplish is restricted by your ability to lead others.”***

- Working hard at raising the lid of leadership will increase your effectiveness. Study the charts on page 6 & 7.
- What steps can you take to raise your lid of leadership? ➤ List and discuss ➤ What are 3 things you can do to help your team raise their leadership?

***“If a person’s leadership is strong, the organization’s lid is high. But if it’s not, then the organization is limited. That’s why in times of trouble, organizations naturally look for new leadership.”***

- Personal and organizational effectiveness is proportionate to the strength of leadership.
- Look at your life – professional and personal - and rate your level of effectiveness.
- Are you willing to take the necessary steps to RAISE THE LID? ➤ You **can** increase your level of effectiveness.
- You can RAISE THE LID! You can be the Ray Kroc or Steve Jobs of your dream!

## THE LAW OF PROCESS

“Becoming a leader is a lot like investing successfully in the stock market. If your hope is to make a fortune in a day, you’re not going to be successful. There are no successful “day traders” in leadership development. What matters most is what you do day by day over the long haul.”

A. “What is your plan for personal growth?” and “What are you doing to promote your professional growth?”

- Do your plans encourage development and continued growth from the previous day’s progress?
- B. ....if you want lasting improvement, if you want power, then rely on a process.”
- Discuss with your team what you can do day to day to create a new process of reaching your goal of becoming an effective leader.

➤ Take a personal inventory and write down some steps discussed that will allow you to begin your process of personal growth.

Phase 1 – I DON'T KNOW WHAT I DON'T KNOW: Name 4 people you can influence each day as a leader.

Phase 2 – I KNOW THAT I NEED TO KNOW: Are you “in charge” of a group or are you a “leader”? Do you recognize that you may lack skills required to become an effective leader?

Phase 3 – I KNOW WHAT I DON'T KNOW: What can you realistically do on a continual basis to bring you closer to becoming a successful leader? List and discuss what you KNOW you can do to start your process. Incorporate this into your calendars.

Phase 4 – I KNOW AND GROW, AND IT STARTS TO SHOW: Ask yourself – “How hungry am I to learn and glean and grow?” Discuss the steps a team leader can start developing in the workplace today with fellow workers, employees, managers, etc. How can they be supported? What tools will you offer?

Phase 5 – I SIMPLY GO BECAUSE OF WHAT I KNOW: Once you have studied and created a day-to-day process, your instincts will guide you on your journey – this is “The Law of Process”.

- What are you doing right now to build yourself into a great Leader?
- What book are you reading right now?
- What seminars are you enrolling in?
- What sacrifices are you making to reach your goal?

## THE LAW OF ADDITION

“The bottom line in leadership isn't how far we advance ourselves but how far we advance others.” Remember – leaders add value to others by serving others.

- Name 5 people in your personal life closest to you.
- Next to each name, write 3 ways you show them you care. If you cannot write

Commit here to make it a practice for those 10 people in your life – everyday – to show actions of the heart. Enter your commitment on your daily calendar.

Are you making things better for the people who follow you?

3 ways you show them you care daily, write 3 ways you are willing to do. Now, name 5 people in your business life that you lead. Next to each name, write 3 ways that you display actions every day of caring, sharing and lifting. Now, ask yourself – are you willing to do this without recognition?

Discuss John Maxwell's thought – "If you desire to add value by serving others, you will become a better leader."

- How does this work for you?
- What does this look like in your life?
- Do you have an "open door" policy?
- Do your followers work FOR you or WITH you?
- Do you personally know the people you lead?

Discuss the difference between "being in charge" vs. building a great company.

- Discuss the importance of the Johnston & Murphy Shoe Company's industrial strength shoe brush illustration.

How important is TRUST for a Leader? Do your colleagues trust you? How do you know?