



Scouts BSA

JPL Troop 509

Est. 1952

La Cañada Flintridge, CA

jpltroop509.org



Leadership Skills

Getting a Task Done and Keeping the Group Together*

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| Getting and giving Information | Nothing happens without clear two-way communications (verbal, written, acted out, etc.), until everyone shares and understands the same idea |
| Understanding the needs and characteristics of the group | Understanding what group members want to accomplish, individually and as a group, and then being considerate of all of these objectives |
| Knowing and using the resources of the group | Knowing who can do what and be able to effectively use the different skills and knowledge of each individual group member |
| Representing the group | Representing the needs and interests of your group to outsiders |
| Setting the example | Showing a better way to be, by how you think, speak and act |
| Planning | Establishing goals and agreements between group members on who does what, when, where, how, and how well the job has to be done |
| Managing learning | Engaging learners in activities that helps them gain knowledge, improve their skills and develop productive attitudes |
| Evaluating | Improving group effectiveness based on the group's progress and results |
| Controlling group performance | Coordinating individual efforts and encouraging the cooperation of group members so that the group's job gets done well and on time |
| Sharing leadership | Encouraging group members to take on various responsibilities according to the situation and their specific abilities and willingness |
| Counseling | Helping group members identify and overcome personal challenges |

* from "A Design for Leadership Development" by Bela Banathy, The Leadership Development Project, Monterey, CA, 1963.