It is not guaranteed you will be successful as a leader. I’ve been a leader at various levels for many years. I’ve seen many leaders who are successful and many who have failed. There are many reasons why we fail as a leader, but these are three reasons for success or failure for you to consider in your leadership journey.

1. Habits

- A habit is something we do over and over again without thinking about it
- Human beings live by habits
- We have good habits and bad habits
- We have habits of thinking
- We have habits of relating to others
- We have habits when we encounter a problem or obstacle
- We have habits of actions every day
- Some habits are strong and difficult to change
- Some habits are weak and are easier to change

- If we are right-handed we tend to use our right hand all the time
- We put one shoe on before the others
- We always say “please”
- We bite our nails
- We use certain words that either encourage others or hurt others
- We don’t get up on time to go to work or school or keep and appointment
- We have good and bad Personal Habits and good and bad Work Habits and good and bad Relationship Habits

**What are some of your good habits?**

**What are some of your bad habits?**

The key to creating is a new habit or overcoming a bad habit is:

1. Identify the habit you want to start or stop
2. Make a plan on what you will do and what you will not do
3. Tell a close friend about your plan and ask them to remind you and help you
4. Choose to not just stop and old habit, but choose to create a new habit and practice it daily

2. **Personality**
   - Some people like to talk a lot; Some people are quiet. Some people are courageous. Some people are shy.
   - Personality is the kind of person we are. Our nature. Everyone is born with a different personality.
   - There are four types of personalities. No one is 100% one type, but we are stronger or weaker in one personality than another.
   - Different personalities have strengths and weaknesses.

Our personality really affects so much in our life – our relationships, our work, our habits.

It’s really important to understand our personality and especially the personality strengths and weaknesses that affect so much of our life.
Our personality strengths will help us succeed, but our personality weaknesses will cause problems for us.

**Four Types of Personality:**

1. **Sanguine:** Likes to talk, laugh, bold, takes risks. Sometimes talks too much, does not stay focused and does not pay attention.

2. **Choleric:** Takes the lead in a situation. Has confidence. Sometimes too bossy or controlling and doesn’t pay attention to the needs or weaknesses of others.

3. **Melancholy:** Thinks a lot. Makes plans. Likes art and music. Sometimes emotions go up and down and is easily offended and gives up.

4. **Phlegmatic:** Slow. Quiet. Thinks a lot. Sometimes difficult to make decisions and slow to get things done. Procrastinates.

1. **Sanguine Strengths:** Friendly. Confident.

2. **Sanguine Weakness:** Forgetful. Insensitive to people.

3. **Choleric Strengths:** Ability to Lead. Confident.

4. **Choleric Weaknesses:** Bossy.

5. **Melancholy Strengths:** Planner. Thinker. Faithful.

6. **Melancholy Weaknesses:** Perfectionist. Easily discouraged. Emotions up and down.

7. **Phlegmatic Strengths:** Reliable. Thinks first. Details.

8. **Phlegmatic Weaknesses:** Slow. Difficult to make decisions.
Everybody does wrong. If we do not humble ourselves and ask others to forgive us, it will become an obstacle to our leadership.

3. Forgiving others

If we as a leader do not humble ourselves and ask forgiveness for our wrongs against employees and others, our prideful and hard heart will hinder our leadership.

- Wrong words
- Wrong attitude
- Wrong actions
- What we did do and what we did not do (forgot to do or express gratitude to someone)

KEYS TO FORGIVING OTHERS: KNOW OUR OWN FAULTS

- Our tendency is to not see our own faults, but see the faults of the other person
- Our tendency is to blame others and not take responsibility for ourselves
- We see that they are at fault more than us so we wait for them to reconcile
- If we want our leadership to succeed we must go first and admit our part in the issue, even if it's small in our own eyes
- We see our part as small, but they see our fault is big
- We must humble ourselves and ask forgiveness for our part

THIS IS HOW TO ASK FORGIVENESS:

“I was wrong…please forgive me.”

- Do not make an excuse
- Do not blame them
- Identify what you said, did or what you did not say or did not do that was your part in the offence
PERSONALITY CHARACTERISTICS:

- Like to talk
- Like to joke
- Likes to touch
- Cheerful
- Persuade Others
- Easy to talk on stage
- Can’t remember names
- Lots of energy
- Likes to be active
- Talks loud
- Forgets
- Easily Distracted
- Friendly
- Dominates conversations
- Likes to lead
- Likes to tell others
- Likes to correct others
- Stubborn
- Organizes well
- Doesn’t complement others
- Doesn’t like to submit
- Difficult to show emotions
- Doesn’t pay attention to details
- Solves problems
- High standards for others
- Likes to argue

QUESTIONS:

1. What is one bad habit that affects your work or leadership that you want to change?
2. Describe your personality: What kind of person are you? Tick what is true about you in the list on the left of this page and the next page.
3. What is one weak point in your personality that you want to change?
4. Is there anyone you need to go to and ask them to forgive you?
Makes plans
Likes music and art and nature
Sacrifices for others
Thinks about others’ emotions and difficulties
High standards for self
Remembers what is negative
Thinks too much
Low self-image
Perfectionist
Neat and tidy
Sees the problems
Emotions up and down
Likes to be alone
Needs praise from others
Not many close friends
Quick to anger
Emotions are not high and low – steady
Patient
Shy
Difficult to make a decision
Selfish
Doesn’t like to change
Kind
Funny, but not loud
Good mediator
Lazy
Low initiative
Listens