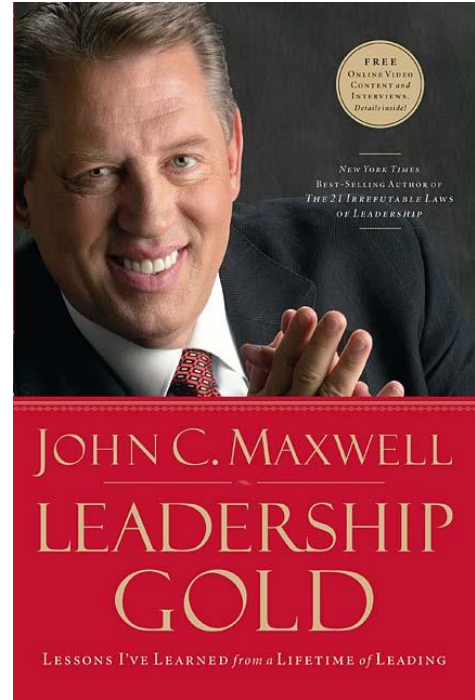


## About the Author / Summary

John C. Maxwell is a #1 New York Times bestselling author, coach, and speaker who has sold more than 25 million books in 50 languages. In 2014 he was identified as the #1 leader in business by the American Management Association® and the most influential leadership expert in the world by *Business Insider* and *Inc.* magazine. Mr. Maxwell has trained more than 5 million leaders and, in 2015, he reached the milestone of having trained leaders from every country of the world. The recipient of the Mother Teresa Prize for Global Peace and Leadership, Mr. Maxwell speaks each year to *Fortune 500* companies, presidents of nations, and many of the world's top business leaders.

*Leadership Gold* is a collection of lessons he has learned about leadership. These little nuggets of truth are expanded in individual chapters. This book summary seeks to mine through the chapters to bring forth leadership principles that are most pertinent to teachers and presents them in an abbreviated form.



### Chapter 1: If it's lonely at the top, you're not doing something right.

"Leadership is relational as much as it is positional. An individual who takes a relational approach to leadership will never be lonely." (pg. 6)

### Chapter 2: The toughest person to lead is always yourself

*Keys to leading yourself:*

- Learn followership
- Develop self-discipline
- Practice patience
- Seek accountability

### Chapter 3: Defining moments define your leadership

*How will you be defined?:*

- Defining moments show us who we really are
- Defining moments declare to others who you are
- Defining moments determine who we will become

*Types of defining moments:*

- Ground breaking -Heart breaking
- Cloud breaking -Chart breaking

*Defining your moments*

- Reflect on defining moments from the past
- Prepare for defining moments in the future
- Make the most of defining moments in the present

#### **Chapter 4: When you get kicked in the rear, you know you're out in front**

How to hold up under criticism:

- Know yourself: This is a reality issue
- Change yourself: This is a responsibility issue
  - Consider - Who criticized me?
    - ✓ How was the criticism given?
    - ✓ Why was it given?
- Accept yourself: This is a maturity issue

#### **Chapter 5: Never work a day in your life**

Find your passion and do that.

"The world will belong to passionate, driven leaders...people who not only have enormous amounts of energy, but who can energize those whom lead." -Jack Welch

#### **Chapter 6: The best leaders are listeners**

Why listeners make effective leaders?

- Understanding people precedes leading them
- Listening is the best way to Learn
- Listening can keep problems from escalating
  - "Listen to the whispers and you won't have to hear the scream" -Cherokee proverb
- Listening establishes Trust
- Listening can improve the organization

#### **Chapter 7: Get in the zone and stay there**

*How to find your strength zone:*

- Ask, "What am I doing well?"
- Get specific
- Listen where others give you praise
- Check out the competition (What is your competitive advantage?)

#### **Chapter 8: A leader's first responsibility is to define reality**

*Guard against unrealistic thinking:*

- Admit my weakness
- Embrace realistic people
- Ask for honesty from others

#### **Chapter 9: To see how the leader is doing, look at the people**

*Revealing questions to ask about followers:*

- Are the people following?
  - "all leaders have two common characteristics: first, they are going somewhere; second, they are able to persuade other people to go with them" (pg. 77)
- Are the people changing?
  - "Good leaders inspire their followers to have confidence in them. But great leaders inspire their followers to have confidence in themselves." (pg. 78)
- Are the people growing?
  - "The growth and development of people is the highest calling of a leader." -Dale Galloway
- Are the people succeeding?
  - "Leaders may impress others when they succeed, but they impact others when their followers succeed." (pg. 80)

## Chapter 10: Don't send your ducks to eagle school

Meet people where they are at.

## Chapter 11: Keep your mind on the main thing

Reverse the 80/20 principle which states you spend 80% of your time on 20% of pressing things which are often not the main important things.

## Chapter 12: Your biggest mistake is not asking what mistake you're making

Recipe for a successful failure:

- Admit your own mistakes and weaknesses
- Accept mistakes as the price of progress
- Insist in learning from your mistakes
- Ask yourself and others, "what are we missing?"

## Chapter 13: Don't manage your time, manage your life

A good time steward does the following:

Leadership Action	Effect
Advance their overall purpose in life.	This helps them grow.
Underscore their values.	This brings them fulfillment.
Maximize their strengths.	This makes them effective
Increase their happiness.	This gives them better health.
Equip and coach others	This compounds their productivity.
Add value to others	This increases their influence.

## Chapter 14: Keep learning to keep leading

*To grow you have to be intentional*

Ten Characteristics of a growth environment:

- 1) Others are ahead of you.
- 2) You are continually challenged.
- 3) Your focus is forward.
- 4) The atmosphere is affirming.
- 5) You are often out of your comfort zone.
- 6) You wake up excited.
- 7) Failure is not your enemy.
- 8) Others are growing.
- 9) People desire change.
- 10) Growth is modeled and expected.

## Chapter 15: Leaders distinguish themselves during tough times

## Chapter 16: People quit people and not companies

Five ways that leader losses the trust of their people	Five ways a leader builds trust
Acting inconsistently in what they say and do	Maintain integrity
Seeking personal gain above shared gain	Openly communicate their vision and values
Withholding information	Show respect for fellow employees as equal partners
Lying or telling half-truths	Focus on shared goals more than their personal agendas
Being closed-minded	Do the right thing regardless of personal risk

**People quit people who:**

- devalue them
- are untrustworthy
- who are insecure

**Recipe for retention (engagement):**

- Take responsibility for my relationships with others
- When people leave, do an exit interview
- Put a high value on those who work with me
- Put credibility at the top of the leadership list
- Recognize that positive emotional health creates a secure environment for people
- Maintain a teachable spirit and nurture passion for people

**Chapter 17: Experience is not the best teacher**

"The difference between average people and achieving people is their perception of and response to failure." (pg. 157)

"Experience gives the test first and the lesson later." (pg. 158)

**Chapter 18: The secret to a good meeting is the meeting before the meeting**

**Chapter 19: Be a connector, not just a climber**

*What is the difference?*

Climbers	Connectors
think vertical	think horizontal
focus on position	focus on relationships
value competition	value cooperation
seek power	seek partnerships
build their image	build consensus
want to stand apart	want to stand together

*Five qualities you may find will assist you to connect with others:*

- 1) Appreciation
- 2) Sensitivity
- 3) Consistency
- 4) Security
- 5) Humor

**Chapter 20: The choices you make, make you**

*Three critical choices to make:*

- Choice One - My standards for myself will be higher than what others might set for me
- Choice Two - Helping people is more important than making them happy
- Choice Three - My focus will be on the present

"Excellence is the gradual result of always striving to do better." -Pat Riley

**Chapter 21: Influence should be loaned but never given**

*The value of influence:*

- Influence exists to speak up for those who don't have influence
- Influence exists to speak to those who do have influence
- Influence exists to be passed on to others

## Chapter 22: For everything you gain, you give up something

*What will you trade?*

Trade	For
affirmation	accomplishment
security	significance
financial gain	future potential
immediate pleasure	personal growth
exploration	focus
quantity of life	quality of life
acceptable	excellent
addition	multiplication
first half	second half
work for God	walk with God

## Chapter 23: Those who start the journey with you seldom finish with you

### Chapter 24: Few leaders are successful unless a lot of people want them to be

*Kind of people who help:*

- Time Relievers
- Gift Complementers
- Team Players
- Creative Thinkers
- Door Closers
- People Developers
- Servant Leaders
- Mind Stretchers
- Relational Networkers
- Spiritual Mentors
- Unconditional Lovers

### Chapter 25: You only get answers to the questions you ask

"He who asks is a fool for five minutes, but he who does not ask is a fool forever." -Chinese Proverb

"Millions saw an apple fall, but Newton was the one who asked why." -Bernard Baruch

"Quality questions create a quality life. Successful people ask better questions and as result, they get better answers" -Anthony Robbins

### Ten questions to ask yourself:

- 1) Am I investing in myself? This is a personal growth question
- 2) Am I genuinely interested in others? This is a motive question
- 3) Am I doing what I love and loving what I do? This is a passion question
- 4) Am I investing my time with the right people? This is a relationship question
- 5) Am I staying in my strength zone? This is an effectiveness question
- 6) Am I taking others to a high level? This is a mission question
- 7) Am I taking care of today? This is a success question
- 8) Am I taking time to think? This is a strategic leadership question
- 9) Am I developing other leaders? This is a legacy question
- 10) Am I pleasing God? This is a faith question

## **Chapter 26: People will summarize your life in one sentence – pick it now**

*To accomplish this, it is suggested to do the following:*

- Choose today the legacy you want to leave others  
“Most people don’t lead their lives; they just accept them.” -John Kotter
- Live today the legacy you want to leave
- Appreciate today the value of a good legacy

*Legacy: We must be mindful of the next generation*

“We have made at least a start in discovering the meaning in human life when we plant shade trees under which we know full well we will never sit.” -D. Elton Trueblood

### **Summary**

As seen from above, *Leadership Gold* is a random collection of lists and questions. The author envisioned this book as a tool to aid a six-month mentorship program, so each chapter is geared towards a significant amount of self-reflection. The content is given meaning through the author’s anecdotal stories from his own life. For association leaders, there are abundant applications within the content of this book that are important. Today, intentional effort in building leaders is lacking and bowling will suffer if we don’t invest ourselves in leading our current team as well as building strong leaders for tomorrow.

Additional recommendations:

“The 21 Irrefutable Laws of Leadership” by John C. Maxwell

“The 5 Levels of Leadership” by John C. Maxwell

“Wooden on Leadership” by the late John Wooden