

Leading When You Aren't in Charge

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Walk Thru the Bible

CLA Workshop Handout

Workshop Summary

Influencing change, casting vision, and driving growth are typically roles for top-level leadership. However, through a framework of trust and communication, anyone can lead organizational change even when you aren't in charge — and do so while honoring your boss and their position.

Outcomes: (1) Discover practical communication strategies that help you manage up and build trust with your boss; (2) Understand how to set expectations and boundaries to keep a healthy relationship with your boss; (3) Learn how to complement the weaknesses of your boss without threatening their authority.

Presentation Slides: email mgunnin@walkthru.org for a copy of the presentation slides.

Questions for Personal Reflection

As a supplement to the workshop content, this handout provides questions for personal reflection. As we will discover, learning to lead when you aren't in charge requires the right mindset. However, these mindsets aren't always easy to develop – especially as we seek to have greater influence in our organizations.

The following questions, organized around the 4 mindsets we will cover in the workshop content, will help you evaluate your own heart and mind as you seek to lead.

Mindset #1: Build Influence Through Impact

- What opportunities are there for you to add value to the organization outside of your current job description?
- What is something you could do in the next 3 months to help your boss succeed?
- Do you feel that being in charge (positional authority) is something you deserve or something you've earned? How would others answer this question about you?

Mindset #2: Evaluate Your Motives

- Why do you want to lead?

- How do you respond when you observe what you perceive to be poor leadership? Is this response healthy or indicate areas where you may need to grow?

Mindset #3: Learn to Follow Well Before You Lead

- Do you hope others follow your leadership the way you follow those who lead you? Why or why not?
- Is it hard for you to follow others? If so, why do you think this is true for you?
- How do you define what it means to follow well?

Mindset #4: Use the Present to Prepare for More

- Are you doing everything you should be doing now to prepare you to lead in the future? If not, what should you be doing now to prepare?
- Do you feel that you are under-employed right now? What do you think God is trying to teach you in this season?
- What is the biggest lesson you are learning in your current role that you don't want to forget as you have opportunities to lead in the future?