

Grace in Leadership

Grace – *catalyzing what is good to make things better*

- Think positively about yourself as a means of doing positively for others.
- Look for ways to be kind to others. Train yourself to expect nothing in return.
- Find grace and beauty in what you typically overlook because you are too busy.
- Withhold judgment before you understand others.
- Know that the search for motive can be an excuse for finding blame.
- Determine the needs of others as a means of discovering purpose for yourself.
- Look to promote what is good and dispense with what is harmful.
- Discover your sources of inspiration: why do they mean so much to you?
- Find inspiration in the determination of others as a means of inspiring yourself into action.

Graceful Leadership Steps

Generosity – *thinking big as a means of doing something good for others*

- Consider what you can do to make the world—that is, the space you inhabit—better.
- Look for opportunities to mentor others by considering what skills you have and how you might share them with others.
- Consider problems as *teachable moments*, and opportunities to educate rather than exonerate.
- Find opportunities to invest in the lives of those most important to you.
- Read stories of women and men in history who have made their worlds better.
- Make the hard choices by basing your decisions on what is best for the organization rather than what's best for yourself.
- Look to your community for examples of others making a positive difference.

Respect – *putting the needs of others before your own*

- Assume good intentions first. Look for the best in others.
- Regard your colleagues as people first—living, breathing women and men who have talents and skills you and your team can use.
- Treat others as neighbors in your community of life.
- Practice humility, e.g. itemize your limitations as well as your strengths.
- Avoid acting as if you are the smartest person in the room.
- Be the leader others want to follow because you back your words with actions and hold yourself accountable for results.

Action – *acting for the benefit of others*

- Look for ways to act with intention by putting your best self forward.
- When you make a mistake, apologize and make amends.
- Make time to deliberate options before making a major decision.
- Take time to dream, e.g. free-associate ideas without making judgments.
- Consider your purpose. How does it complement your vision for what you want to accomplish?
- Practice ways to be a servant leader, e.g. challenge yourself to inspire rather than criticize.
- Find ways to volunteer your services to your community. Itemize your interests and skills and find a match for what you do to those who can benefit.

Compassion – *regarding the dignity of others worthwhile*

- Focus your passion for life into compassion for others.
- Discuss with friends how you can collaborate on community activities.
- Find ways to eliminate distances that divide you from people with whom you disagree.
- Frame problems as opportunities to learn rather than occasions to blame.
- Look at others as people not as objects, that is, as people, like yourself, worthy of interest.
- Seek examples of people you admire for giving back to others. Ask yourself how they do it. What can you do to emulate their example?
- Condemn evil but withhold judgment of the perpetrator until you know the circumstances.

Energy – *focusing your energy on making a positive difference*

- Find ways to recharge yourself so you can optimize your actions.
- Be mindful of yourself—what can you do to help yourself?
- Be mindful of others—what can you do to help others?
- Re-energize yourself by taking time off from work to pursue what you love to do.
- Set aside times of the day when you will disconnect from smart devices. Look at life around you, not what's on your screen.
- Spend time with family to reconnect to what is most important in your life.
- Make time to see friends and while with them, enjoy their company.
- Keep yourself physically fit: exercise regularly, eat wisely and get enough sleep.