Field Guide to Leadership Development

(Updated January 2013)

Management is doing things right; leadership is doing the right things. ~ Peter F. Drucker

This Field Guide contains a variety of articles, tips and practical examples for those wishing to develop their leadership skills or simply to improve the skills they already possess. (K. Janisch, Information Specialist)

Professional Designations for Association Executives
Visit the [RCE home page](#) for details on the REALTOR® Association Certified Executive (RCE) designation.
Visit the [ASAE CAE page](#) for details on the Certified Association Executive (CAE) program.

Leadership Essentials from NAR
Getting It Done: Leadership & Outreach, (REALTOR® Association Executive Magazine, Summer 2011).
Getting It Done: Management & People Skills, (REALTOR® Association Executive Magazine, Summer 2011).
Getting It Done: Programs & Value, (REALTOR® Association Executive Magazine, Summer 2011).
Feeling the Tug? Managing the Tensions that Pull Leaders in Different Directions, (Associations Now, July 2007).
Do you teach enough?, (REALTOR® Association Executive Magazine, Winter 2006).

What Makes a Good Leader?
What Makes a Good Leader?, (whatmakesagoodleader.com).
What makes a good leader at work?, (msn.careerbuilder.com, Jan. 28, 2011).
From the Head to the Heart, (REALTOR® Association Executive Magazine, Winter 2010).
100 Ways to Be a Better Leader, (learnthis.ca, July 30, 2009).
Balanced Leaders, (Leadership Excellence, June 2008).
High-Impact Leaders, (Leadership Excellence, June 2008).
Lead Through Listening, (SuperVision, June 2008).
Leadership Agility, (Leadership Excellence, June 2007).
Effective leadership: what are the requisites?, (Leadership Excellence, Dec. 2006).
Leadership isn't for cowards: People crave courageous leadership, (T&D, June 2006).
On being a group leader, (SuperVision, May 2006).
Growing need for cultivated leaders, (T&D, Feb. 2006).
What makes a good leader? Test your knowledge, (Seattle Post-Intelligencer, June 29, 2005).
A leader follows many paths while on the road to success, (Hotel and Motel Management, May 16, 2005).
Your company's next leader may already work there, (Jacksonville Business Journal, May 16, 2005).

Training & Developing Leaders
True Leadership, (Leadership Excellence, June 2007).
High-Performance Leaders, (Leadership Excellence, Sept. 2006).
Leadership for a new age, (T+D, June 2006).
Leadership management, (T+D, June 2006).
Leadership needs development, (Training, Feb. 2006).
Teaching the TOP, (Training, Feb. 2006).
Building a better leader, (Training, Feb. 2006).
Are you a boss or leader?, (SuperVision, Jan. 2006).
Developing leaders is key to success, (HR Magazine, June 2005).
Leadership: experience is the best teacher, (Strategy & Leadership, 2005).

Tips for Effective Leaders
Getting It Done: Management & People Skills, (REALTOR® Association Executive Magazine, Summer 2011).
Developing Leaders, (Leadership Excellence, June 2007).
Leaders must be able to manage, too, (Cincinnati Business Courier, Feb. 10, 2006).
Five steps to leading strategically, (T&D, Dec. 2005).
Leadership is much more than just espousing the latest buzzword, (Wichita Business Journal, Apr. 15, 2005).

Developing leaders, (Leadership Excellence, Mar. 2005). Q

The Leadership Manual: Your complete practical guide to effective leadership, (Strategic HR Review, Jan./Feb. 2005). Q


Training & Developing Leaders


True Leadership, (Leadership Excellence, June 2007). Q

Leading with Questions, (Leadership Excellence, Dec. 2006). Q

High-Performance Leaders, (Leadership Excellence, Sept. 2006). Q

Leadership for a new age, (T+D, June 2006). Q

Leadership management, (T+D, June 2006). Q

Leadership needs development, (Training, Feb. 2006). Q

Teaching the TOP, (Training, Feb. 2006). Q

Building a better leader, (Training, Feb. 2006). Q

Are you a boss or leader?, (SuperVision, Jan. 2006). Q

Developing leaders is key to success, (HR Magazine, June 2005). Q

Leadership: experience is the best teacher, (Strategy & Leadership, 2005). Q


Volunteering and Committees

How AEs Can Get Involved in Committees, (realtor.org).

REALTOR® Leadership Program (RLP), (realtor.org).


Useful Websites

The following Web sites offer interesting tidbits & helpful pointers about becoming the best leader you can be:

About.com Leadership Articles & Resources—Offers a wide-ranging selection of leadership information from essays to research on characteristics and actions associated with leadership failure.

EmergingLeader.com—A user-driven site serving as a repository for fresh ideas and candid feedback on lessons learned.

The Leader to Leader Institute—This website was established in 1990 as the Peter F. Drucker Foundation for Nonprofit Management. It offers a hearty dose of online leadership immersion.

Management Assistance Program for Nonprofits—The Management Assistance Program for Nonprofits offer this online library of resources.
The Pacific Institute—Teaching individuals and organizations how to set and achieve goals, manage change, lead more effectively, and think in ways that create success.

**eBooks & Other Resources**
eBooks.realtor.org

The following ebooks and digital audiobooks are available to NAR members:

- **100 Ways to Motivate Others** (Overdrive Audiobook)
- **29 Leadership Secrets from Jack Welch** (Adobe eReader)
- **The Art and Discipline of Strategic Leadership** (Overdrive Audiobook)
- **The Art of Constructive Confrontation** (Overdrive Audiobook)
- **Becoming a Strategic Leader** (Kindle, Adobe eReader)
- **Breakthrough Thinking for Nonprofit Organizations: Creative Strategies for Extraordinary Results** (Kindle, Adobe eReader)
- **Co-Leaders: The Power of Great Partnerships** (Overdrive Audiobook)
- **Don't Oil the Squeaky Wheel: And 19 Other Contrarian Ways to Improve Your Leadership Effectiveness** (Adobe eReader)
- **Make Effective Decisions** (Kindle, Adobe eReader)
- **The Truth about Leadership** (Overdrive Audiobook)

Books, Videos, Research Reports & More

The resources below are available for loan through Information Central. Up to three books, tapes, CDs and/or DVDs can be borrowed for 30 days from the Library for a nominal fee of $10. Call Information Central at 800.874.6500 for assistance.

- **Good to Great: Why Some Companies Make the Leap... And Others Don't**, (New York: HarperCollins, 2001). HD 57.7 C645
Field Guides & More

These field guides and other resources in the Virtual Library may also be of interest:

Field Guide to Mentoring
InfoCentral Blog