100 Leadership Qualities

A leader is someone who...

1. Sees the big picture
2. Thinks strategically
3. Thinks futuristically
4. Sets the vision
5. Sets the direction
6. Displays strong business or organizational acumen
7. Sees a cross-functional, cross-organizational view
8. Strives for continuous improvement
9. Improves efficiency and processes
10. Allocates resources for optimal results
11. Thinks critically
12. Contributes breakthrough ideas
13. Focuses on the customer, key constituency, or end user
14. Possesses strong interpersonal skills
15. Communicates with clarity and transparency
16. Delivers effective presentations
17. Asks the right questions at the right time
18. Breaks down complex information into simple terms
19. Interacts comfortably with people at all levels
20. Manages crises and conflict with ease
21. Stays positive and constructive in difficult conversations
22. Finds middle ground and a path forward
23. Manages competing priorities and conflicting demands
24. Is comfortable delivering tough news
25. Goes above and beyond
26. Likes to succeed
27. Drives results
28. Gets things done
29. Embraces and leads change
30. Acts decisively
31. Stays goal-oriented and solution focused
32. Completes difficult tasks despite obstacles
33. Exudes energy and determination
34. Embodies a positive attitude
35. Has tenacity and curiosity
36. Perseveres to solve hard problems
37. Strives to accomplish what she commits to doing
38. Takes ownership and assumes responsibility
39. Sets high standards
40. Has excellent organizational skills
41. Takes risks
42. Is fearless
43. Exudes honesty and dependability
44. Wins trust
45. Earns respect
46. Operates with integrity and fairness
47. Has a thirst for learning
48. Shares know-how
49. Shows empathy
50. Is supportive and caring
51. Stays calm in difficult situations
52. Stands up what for she believes in
53. Leads by example
54. Serves as a role model
55. Inspires and empowers
56. Motivates others during times of uncertainty
57. Influences without authority
58. Works across functions to get things done
59. Manages up, down, and across
60. Engages differing points of view
61. Integrates knowledge from different disciplines
62. Elicits collaboration from diverse stakeholders
63. Creates an atmosphere that values innovation & discovery
64. Champions a culture of robust debate & exchange of ideas
65. Fosters teamwork
66. Instills a sense of community
67. Adapts her message to the environment
68. Rallies people to achieve a common goal
69. Creates a shared sense of purpose
70. Relates work to the organization's goals

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71. Motivates people and aligns them around team goals
72. Guides others through uncertainty and complexity
73. Makes decisions in times of ambiguity
74. Ensures team spirit is upbeat
75. Builds high-performing teams
76. Practices developmental delegation
77. Sets clear expectations
78. Trusts others to do their jobs without micromanaging
79. Enables others to be successful
80. Removes obstacles from a team's path
81. Gives positive, honest, and constructive feedback
82. Allows people to learn from mistakes
83. Develops strong talent
84. Mentors, coaches, and develops people
85. Empowers others
86. Provides people with the tools and autonomy they need
87. Acts as a strong advocate for others
88. Gives credit where it is due
89. Celebrates others' achievements
90. Rewards good performance
91. Creates opportunities for visibility
92. Attributes successes to those who contributed
93. Builds up team members and helps them grow
94. Understands the motivations of others to inspire them
95. Identifies and utilizes others' strengths
96. Encourages others to do their best
97. Cares about the safety and well-being of the team
98. Enjoys seeing others succeed
99. Brings out the best in people
100. Helps others shine

Your Signature Leadership Strengths

Your leadership strengths are your most powerful differentiators. Identifying, embracing, and unleashing these strengths can form the foundation of an extraordinary career.

To identify yours:

Step 1: Go through the list of 100 Leadership Qualities. Highlight all of the qualities you already see in yourself and any you'd like to improve on. (If there's a strength you possess that is not yet listed, feel free to add it.)

Step 2: Next, narrow down to the 10 qualities that best represent how you'd like to lead. Focus on your strengths and innate leadership style.

Step 3: From your list of 10, pick the 3 qualities that best represent the leadership strengths you'd most like to own and be known for 12 months from today. You can partly achieve this by grouping similar qualities into one category such as "Sees the big picture" and "Sets the vision and direction." In your group of 3, try to include two that you're already strong in and one that's more aspirational—one you're still growing into, but that you feel predisposed to become great at.

Bonus steps: Put your three leadership strengths somewhere where you'll see the words every day as a reminder to play up these qualities and unapologetically own the heck out of them.

You can also show the list of 100 Leadership Qualities to a few people who know you well. Ask them to identify 3 attributes that best describe your leadership strengths.

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Notes

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