

List of individual leadership skills

- These skills should generally match those listed in the LoCo Leader's Handbook, and may someday be included as an appendix to that document.

1. Recruiting new members to your team
2. Retaining existing members; preventing members from drifting away or burning out
3. Building cohesion / motivation
4. Turning lurkers into participants
5. Team record-keeping

6. Delegating tasks to a team member, supervising, and giving them feedback on their work
7. Event planning
8. Make meetings more effective
9. Being a good mentor
10. Supervising volunteers

11. Building consensus
12. Finding online and community resources for your team
13. Preventing burnout, and helping member recover from burnout
14. Working with other teams and organizations
15. Public outreach

16. Setting priorities and milestones, and making effective decisions
17. Settling disputes and interpersonal conflicts
18. Communicating the plan to everybody
19. Working with families
20. Dealing effectively with haters

As you add to this list, please use a unique color, and please append [yourname and date] so I give you proper credit. Thank you!

21. Learning people's strengths and weaknesses and assigning tasks accordingly
22. Dealing with member's whose tasks do not get finished
23. Grouping members who work well together and assigning them larger tasks
24. Tracking task progress and dependencies (project management tools)
25. Presenting and publishing information to the team to keep them informed
[Doug Penner (DarwinSurvivor) 2011-09-20 UTC]

26. Elections, smooth change of leadership, and preventing factions
27. Collaboration across cultures
28. Working with teenage members
29. Getting the word out - communication tools and strategies

30. How to teach - the four ways people learn best
[Cheesehead 2011-09-20]

31. Learn to recognize the three languages in which people communicate, and encourage all three be used in most discussions. Ask, how do we feel? What do we think?, and What shall we do?

- Feeling -- “I feel good about this”; “We need to remember that people will be scared by change.”
- Power -- “Let’s get moving on this initiative; what’s our timeline?” “What can we do about this situation?”
- Meaning -- “Wow, how will this change effect our group?” “Does this initiative fit into our ideals/structure/motivation/vision?” (Valorie, 2011-09-21)

32. Post-event review (After Action Review) - tool for improvement (Cheesehead 2011-09-27)

Going through the list I noticed, that the component “situation” isn’t considered so far. But literature says that it is a very important thing to consider next to the personality of a person because the best tactics of motivation doesn’t work if you have a “wrong” person (Jens L. aka. NRWlion 2011-09-30 08-40 UTC)

Great point. Situational suggestions are most welcome (Cheesehead 2011-09-30)

33. Motivating and training others to assume leadership.

34. Structure tasks/projects so that people can take ownership

35. Recruiting new team members and ensuring continued team effectiveness

[cproffitt: 2011-10-28]

36. Public-irc-speaking-thing. In otherwords, how to run a well-ordered IRC meeting/session.
[jrgifford: 2011-11-2]

37. Running a effective Ubuntu Hour **Awesome idea, I like it.** - jrgifford
Philip Ballew 11-02-11

38. Giving effective support in Ubuntu
Philip Ballew 11-02-11

39. Reporting everything you team does. [Benjamin (Ben) Donald-Wilson 15/11/11]