

Only an inspired person can inspire others. Gandhi said: 'Be the change that you wish to see in the world.' What kind of change in leadership do you wish for? What kind of leader do you endeavour to be?

Great leaders understand the big picture and so they are able to translate what needs to be done for others. Clear, honest communication goes a long way in keeping people up to date and feeling a part of the team. If you can effectively communicate what you want to accomplish, people can see how they can support you and your goal.

Knowing what you want to be accomplished may seem clear in your head, but if you try to explain it to someone else and you are met with a blank expression, then you know there is a problem. If this has been your experience, it is time that you begin to focus on honing your communication skills differently. Being able to describe what you want to be done is extremely important to your success as a great leader and a team player. If you are unable to effectively relate your vision to your team, it's unlikely that you will all be working towards the same goal.

To create a productive work environment, clear lines of communication and boundaries are essential for success. To know what is acceptable and what is not, what is expected, by when, and how things are to be done, contribute to how well things get done. Team members will also have a good understanding of who you are – and who they are – in relation to you. This also builds trust within the team or organisation.

Often in communication, we can miss out on important information such as non-verbal cues. For effective communication and connections, we need to receive as many of the signals being expressed – verbal and non-verbal. Ask clarifying questions and check for understanding so that you can receive the message in the way that it was intended.

Do not assume that the person understands completely what you are saying. How often have you heard people agree with you but when the crunch comes, you realise you do not have their support. Their mouths said 'yes' but they only said yes so that the meeting could end on time and they can get to their next appointment on schedule. Remember to listen and give constructive feedback at all times.

Sharing your brand vision is essential to creating an organised and efficient business. Learn to trust your team with that vision or you might not progress to the next level in your business. Great leaders trust their teams with their ideas and vision. It is a sign of strength and not a sign of weakness. Remember to listen and give constructive feedback at all times.

Check the level of trust that you have in yourself and in your team. There may be times when you will need to make unpopular decisions. Follow the code of conduct as best you can as a CA(SA) or professional person.

Delegating tasks to the right team member is one of the most important skills you can develop as your business and team grow. You will find that as the number of emails



and tasks begin to pile up, the lower the quality of your work becomes and you become less productive. The key to delegation is identifying the strengths of your team and to leverage on that. Get to know your team members. Find out what each team member enjoys doing most. This will prove to your team that you trust and believe in them. It will also allow you time to focus on the higher level and strategic tasks that should not be delegated. It's a fine line to balance, but one that will have a huge impact on the productivity and the bottom line of your business. As a CA(SA) you need to work with a few departments and other leaders or team members so it is important to have a good relationship to allow you to deliver your results at all times.

In summary, great leaders are constantly working to improve themselves through meditation, self-reflection, journaling, having a personal trainer, a professional coach, a mentor and so on. Just be yourself and keep it real.