



## John C. Maxwell's "5 Levels of Leadership" Level 3

The Third Level of Leadership – The \_\_\_\_\_ Level

People are following you at this level because of the \_\_\_\_\_ you have on the organization.

Your title becomes even more unimportant and you are focusing on casting \_\_\_\_\_, developing \_\_\_\_\_ and building effective \_\_\_\_\_.

Real leaders have a bias for \_\_\_\_\_. If things aren't moving they can get \_\_\_\_\_ and \_\_\_\_\_.

Building relationships will help you realize that \_\_\_\_\_ and not your \_\_\_\_\_ is your most valuable asset as a leader. (hint: see worksheet for Level One & Level Two)

Casting a positive shared vision for your Lodge will help you as a leader develop teams and establish momentum. Begin by using the "Lodge Planning Worksheet" to begin a dialogue with other members of your Lodge. Use the following steps to begin:

1. Get agreement from Lodge Officers and other key members to begin the process
2. Set a series of dates in advance – You should schedule at least five.
3. Prior to first meeting distribute planning worksheets to each participant and instruct them to complete before coming to the meeting.
4. At the first meeting use flip chart pages to compile the opinions of each participant
5. Come to a consensus about the answers to each question on the worksheet
6. From this consensus continue at the remaining meetings to develop a vision, goals, objectives and most importantly action plans.

Note: It is suggested that you find someone who is somewhat experienced in this type of process to facilitate the meetings. It would be preferable if you could find someone who would remain neutral on the issues such as a knowledgeable Mason from another lodge.

It is time again for some self-assessment to determine how capable you are to function as a level 3 leader. Assess yourself in each area:

1. What strengths do I have that will contribute to the Lodge vision?
  - a. Take the "21 Laws Leadership Evaluation" provided with this lesson and use this as a basis to determine your initial leadership strengths.
  - b. Make a list of your strengths and beside each one write a sentence on how you will use it to achieve your Lodge's shared vision

2. How are my communication skills?

Take the "Communication Skill Test" provided with this lesson and evaluate your communication ability level.



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### 3. How Am I at Team Building?

Using the "Key People (Inner-Circle) Relationship Assessment" form provided with this lesson assess each one of the Lodge Officers on your team. Also distribute one to each officer and have them complete it as well. Doing this will help you and the other officers understand the level of the relationship with each of the team members.

### 4. Do I handle priorities well?

Using the format below list all of the required activities you have as a Lodge officer and then determine their priority. It has been shown that concentrating on the top 20% of your priorities will produce 80% of your results.

Responsibility - Activity	Priority 1-5 1=High	One of my Strengths	Get help or Delegate to:	Due Date	Comments
<b>Examples:</b>					
Officer Mtgs	1	n/a	n/a	Monthly	
Write newsletter	1	Yes	n/a	Monthly by 15th	
Learn lecture	1	No	See Bill	inspection	MM

*Listing all of your required responsibilities and prioritizing them will you become a more organized leader and will help you focus on tasks that our in your strength zones.*

### Leadership Resources

#### Materials

- Lodge Planning Worksheet
- 21 Laws Leadership Evaluation
- Communication Skills Test
- Key People (Inner-Circle) Relationship Assessment form

#### Books

- "Everyone Communicates Few Connect" – Dr. John C. Maxwell
- "The Five Dysfunctions of a Team" – Patrick Lencioni

#### Websites

- [www.johnmaxwellteam.com](http://www.johnmaxwellteam.com) - sign up for Free daily leadership message
- [www.johnmaxwell.com](http://www.johnmaxwell.com) – Books, audio & DVD courses, Free email newsletters
- [www.blanchardtraining.com](http://www.blanchardtraining.com) – Books, audio & DVD courses, Free email newsletters
- [www.briantracy.com](http://www.briantracy.com) – Books, audio & DVD courses, Personal Development, Free email newsletters
- [www.masonicrenewal.org](http://www.masonicrenewal.org) – The Conference of Grand Masters Masonic Resource site.