

This handbook is designed to enhance your understanding of leadership and help you refine your leadership skills for the benefit of yourself and your team.

It does not prescribe one way to lead. Rather, it will clarify the nature of leadership and examine the variety of skills and approaches used by effective leaders.

Contents

- Page 3** shows you how the handbook is constructed and will help you find your way around it.
- Pages 4–7** will help you understand leadership and what it requires from you.
- Pages 8–11** look at the different leadership approaches you may adopt for different circumstances.
- Pages 12–25** consider a range of practical scenarios for putting leadership skills into action:
- 12–13 building a vision
 - 14–15 preparing to move forward
 - 16–17 nurturing individual talent
 - 18–19 steering a team through a crisis
 - 20–21 building a resilient team
 - 22–23 creating a balanced team
 - 24–25 developing supportive procedures
- Pages 26–27** consider the importance of fostering leadership throughout the team and school.
- Page 28** offers suggestions for further reading.