ROAD TO CHIEVER USANA USANA

WEEK16

SKILL: LEADERSHIP

Preparation Checklist

ı	Set your	business hours:	

- Print off the Weekly Action Plan and begin to fill it out
- Update your contact list

OBJECTIVE

Develop the basic skills needed to lead a group through their Road to Achiever program.

GOALS

- 1. Learn the difference between training and coaching.
- ▶ 2. Begin training and coaching your team.
- 3. Meet 5 new people.
- 4. Text 10 developing market contacts each day.
- ▶ 5. Call or personally invite 3–5 qualified (known market) contacts each day.

The true success of a leader lies in how many lives they touch, not only through their own actions, but also exponentially through the actions of those they have guided. Through the Road to Achiever program, your entrepreneurial skills will solidify as you build your personal business and help to foster those skills in others. You will have the opportunity to touch more lives than ever before.

TRAINING: TRAINING VS. COACHING

Training

Training is giving someone information they need to develop a skill they do not currently possess. The weekly manual and webinars provide the basic training your group needs, but your job as a leader is to fill the gaps in skill development as you assess your team each week.

It's easy to get stuck in the training stage of the growth process. Many times, you may need to add clarification to previous training, but training over and over again on the same topic gets you nowhere. Training is simply one step in the process. Once you've trained your team, begin coaching them.



Coaching

Coaching is the process of empowering others and challenging them to find their own solutions. By focusing on coaching, you can help your team find motivation and excitement from within. Your team will be more dedicated to their solutions and feel more joy with each accomplishment. You can establish a replenishable source of confidence because they are receiving support from a fellow team member. You can help your team gain independence and stretch further than they previously thought possible.

Consider these steps as you develop your coaching abilities:

Step 1: Don't have an agenda.

Make sure your personal agenda and goals don't get in the way of your team's growth. Focus on recognizing each member of your team as a whole, capable individual. Show them that you see their value and that you rely on their experiences and abilities.

Entrepreneur Advantage Tip

As you lead your team, try to keep the 80/20 rule. 80 percent of your time should be spent on your personal entrepreneurial activities (finding, inviting, presenting, answering questions, etc.). The other 20 percent of your business hours should be dedicated to training, coaching, and administration. The best way to lead is by knowing your team well enough to relate to them while also remaining at the front of the pack so you can motivate and inspire.

Step 2: Ask questions.

Ask who, what, when, where, and how questions. Avoid asking why questions, which can lead to finite answers. Asking how opens the conversation to many different avenues, allowing others a better chance at finding their own solutions. By asking who, what, when, where, or how questions, you allow the individual to feel valued and capable of making decisions.

Step 3: Listen.

You have a lot of valuable knowledge, but one of the most powerful skills you can have as a coach is the ability to simply listen. Listen for the meaning of what your team member is saying. Even if someone is asking for advice, don't automatically give it. Try to encourage and lead them to discovering their own solution.

Step 4: Clarify and ask questions.

Paraphrase what they've said to make sure you are on the same page. Hearing their ideas in different terms can help them think about things differently. Ask questions that will keep guiding toward a solution. How do you see that affecting what has been happening? What do you think about when that happens? What did you take away from that experience?



Step 5: Keep listening, clarifying, and asking questions that empower them to set a goal and celebrate what they have accomplished.

How would you like that to go next time?
What are three things you can do to make that better?
What is your next step?
Who can support you with that?
How will it feel when you follow through?
How will you celebrate?
What can make this more fun for you?

Step 6: Ask questions to reinforce their choice.

By doing _____, you feel you are opening the opportunity for _____ to happen?

How will it feel to accomplish that?

What do you feel you need to do to follow through with your plan?

How would you like to be held accountable?

ACTIVITY: COACHING GAME

Gather a group of friends or family and practice coaching. Make a fun game of it.

- Have everyone sit in a circle.
- Assign one person the hot seat for five minutes.
- ► The person in the hot seat tells the group about an obstacle.
- The participant to their left asks a who, what, when, where, or how question.

 The person in the hot seat answers the question.
- The next person does the same and so on.
- If you go around the group and the person in the hot seat doesn't feel they answered their own question, then the group continues.
- If anyone starts giving advice or telling the person in the hot seat what to do, come up with a fun rule like doing 10 push ups that stops it.
- Make it fun and pay close attention to the kinds of questions people are asking.

This will help you to become more aware of the questions you should and shouldn't ask. When leading your group, keep in mind that your job is to guide the conversation instead of having other members ask the questions. If someone is having a challenge, you can ask if anyone had a similar challenge and how they overcame it or you can ask some of the questions you practiced earlier.

Coaching is the key to success as a leader. It will be a powerful tool for you to use to create new leaders. As an effective leader, you have the power to make a huge difference in the live of others.

CONGRATULATIONS! YOU'VE COMPLETED THE ROAD TO ACHIEVER PROGRAM!

You've made amazing progress in your business! If you are working towards Achiever, you have so many tools and resources at your disposal to run a wildly successful Road to Achiever group. Focus on building your business through inviting, attending, and hosting regular events, and practicing the entrepreneurial skills you've learned. Continue guiding your team through the Road to Achiever program and set your business up for early success.

If you've already reached the level of Achiever, we invite you to join the Going for Gold program to discover additional leadership skills that will help propel you even further.