



# Women in Leadership

## Quick Reference Card

### Women in Leadership: Concept and Context

**Leadership** is the act of guiding a group of individuals towards achieving a common goal. Historically, leadership positions have been dominated by men.



However, **women are now breaking into leadership roles** across all sectors, showing that it's not just a man's world anymore.

### Women in Leadership History

#### The Early Days

The roots of suffrage movement. Women first fought for the right to vote.

#### Post-War Era

The aftermath of World War II marked a significant shift in women started working in jobs mostly done by men before.

#### Late 20<sup>th</sup> Century

The late 20th century brought with it a wave of women started leading countries and big companies.

#### 21<sup>st</sup> Century

The 21st century has brought an unprecedented increase in women leadership, across a variety of fields.

### Essential Leadership Skills

Master these four essential skills to effectively handle the unique challenges that women often face in leadership roles.



**EMOTIONAL INTELLIGENCE** enables leaders to understand and manage emotions, both their own and those of others.



**ASSERTIVE COMMUNICATION:** For women leaders, this ensures that their ideas and concerns are heard, fostering an inclusive work environment.



**RESILIENCE** equips leaders to bounce back from setbacks and adapt to change, making it particularly important for women in leadership roles.



**CONFLICT RESOLUTION:** Conflicts are inevitable in any workplace. The ability to resolve them amicably enhances collaboration and overall team dynamics.

### Gender Bias in Leadership

**Gender Bias** in leadership roles is an unseen roadblock that stands in the way of countless women from succeeding in their jobs.

#### Types of Gender Bias:

- 1 **Stereotyping:** Expecting women to be nurturing or collaborative.
- 2 **Second-generation bias:** Subtle barriers like male-centric company culture.
- 3 **Performance bias:** Understanding women's achievement, amplifying mistakes.
- 4 **Maternal bias:** Discrimination against working mothers.

### Empowering Leadership Styles

Empowering leadership styles aims to boost team performance through positivity and inclusion.

**Transformational Leadership** promotes engagement, and superior performance. This inspires team members to:

- Excess personal goals, and
- Contribute to the broader company objectives.

**Coaching Leadership** is a dynamic style focused on individual development. Leaders take on the role of:

- Fostering growth,
- Encouraging open dialogue, and
- Acting as a mentor or coach

**Participative Leadership**, also known as democratic leadership, promotes:

- Active involvement of team members,
- Foster collaboration, and
- Valuing diverse perspective.

## Power and Politics in Leadership

Understanding these elements can help women and minorities in key professional areas.



### BREAKING THE "GLASS CEILING"

This invisible barrier prevents women and minority leaders from advancing. To break through, you can:

- ✓ Recognize and challenges biases
- ✓ Highlight your achievement
- ✓ Fight for fair pay and positions



### POWER OF NETWORKING

By connecting with influential allies, women can:

- ✓ Open doors to new opportunities
- ✓ Broaden their network
- ✓ Gather support from others



### CHAMPION GENDER EQUALITY

By using your influence to advocate for gender equality, you can:

- ✓ Drive policy change
- ✓ Form coalitions supporting gender quality
- ✓ Ensure equal treatment for everyone.

## Personal Branding for Women Leaders

### DID YOU KNOW?

**82%** believe women would do better as leaders with a personal brand plan. But, over half (**55%**) don't have one.



In women's leadership, strengthening your personal brand can differentiate yourself and excel as a woman leader, both authentically and effectively.

This includes three main areas:

**Embrace Authentic Leadership:** When you lead authentically, you:

- Foster trust and respect
- Enhance team performance

**Executive Presence** is the ability to:

- Project confidence
- Grace under pressure, and
- The power to inspire respect

**Lifelong Learning** focuses to the continues, self-motivated pursuit of knowledge for both personal and professional reasons. This can:

- Advance career growth
- Help you adapt to new roles and industries, and
- Sustain workplace competitiveness

## Find and Be a Mentor

### What is a Mentor?

A **mentor** offers guidance, shares wisdom and experiences, and helps you navigate through various challenges.



### How can you Find the Right Mentor?

- ✓ Identify potential mentors
- ✓ Define your learning goals
- ✓ Establish a relationship

### How can you be a Mentor to others?

- ✓ Enhance your communication and leadership
- ✓ Learn from your mentees
- ✓ Contribute to other's growth



## Develop a Personal Action Plan

This plan is your roadmap, outlining what you aim to achieve and ensuring your ongoing improvement.

Here are a few steps to get you started:

- **Reflect:** Use a SWOT to see your strengths and growth areas.
- **Set Goals:** Choose clear, doable goals from your SWOT.
- **Plan:** Outline steps and their timing.
- **Resources:** Identify helpful tools or mentors.
- **Review:** Update your plan as you go.