



# Personal Leadership in Action

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## Five Leadership Roles

*PARTICIPANT PACKET*



# HEALTHY CHAPTER INITIATIVE

BARBERSHOP HARMONY SOCIETY

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Developed by Rob Macdonald and the BHS Leadership Operation Project Team  
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**MY NOTES:**

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# Introduction

The Barbershop Harmony Society believes that the success of our organization rests in large part on the health of our diverse array of chapters. Healthy chapters mean a strong membership pipeline, a higher level of artistry and musical credibility. For the majority of our members, the local BHS Chapter is the single most significant point of contact with the Society.

For this reason, and in partnership with Harmony Foundation International, we've created the Barbershop Harmony Society's Healthy Chapter Initiative.

This curriculum is a product of the BHS Healthy Chapter Initiative created and designed through the BHS Leadership Operations Project Team (LOPT).

**For more information about the Healthy Chapter Initiative visit:**  
[www.barbershop.org/healthychapters](http://www.barbershop.org/healthychapters).

**Society Chapter Leadership & Education team, email us at**  
[chapters@barbershop.org](mailto:chapters@barbershop.org) or call 800.876.7464

## Curriculum Learning Objectives

- Review the traditional roles of manager and technician
- Understand three additional roles of leaders: Trailblazer, Architect, and Coach
- Recognize your current role
- Recognize what is needed for your group, create an action plan for change

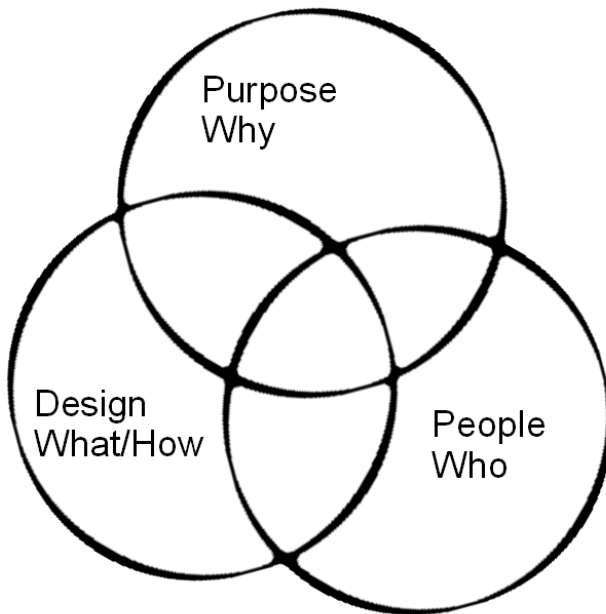


## Five Leadership Roles

The greatest value that a leader can provide to his Chapter is to focus on the operation of the Chapter that enables the singing. Leaders must search out Chapter members who have different leadership capabilities so that the Board has all the skills necessary to solve problems and plan for the future. Effective leaders know when to empower others to use their skills.

Here are five leadership roles that will ensure Chapter success.

Manager	Trailblazer	Technician
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Architect

Coach

### MY NOTES:

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**MY NOTES:**

## Five Leadership Roles

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### MANAGER

- Plans and schedules work
- Directs resources to accomplish work
- Sets weekly, monthly goals and priorities
- Measures progress
- Completes reports
- Runs meetings
- Maintains discipline
- Pays attention to Detail
- Holds people accountable

**What are some things you do as a manager?**

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**What percentage of your time is spent in the manager role?**

\_\_\_\_\_ %

### TECHNICIAN

- High degree of administrative efficiency
- Sought by other for expertise
- Uses analytical tools to diagnose problems
- Good trouble shooter
- Likes to fire fight
- Likes to tinker with things
- Takes steps to correct technical problems
- Brainstorms possibilities before acting
- Makes quick decisions once all available data is collected

**What are some things you do as a technician?**

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**What percentage of your time is spent in the technician role?**

\_\_\_\_\_ %



## Five Leadership Roles

**MY NOTES:**

### **TRAILBLAZER**

- Analyzes the environment
- Articulates vision
- Translates vision into objectives
- Forms action plans to accomplish objectives
- Communicates and enforces boundaries
- Interfaces with others outside the organization
- Encourages risk-taking and action
- Challenges the status quo and welcomes change
- Focuses on Big Picture
- Removes barriers that keep others from being effective
- Communicates change

**What are some things you do as a trailblazer?**

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**What percentage of your time is spent in the trailblazer role?**

\_\_\_\_\_ %

### **ARCHITECT**

- Documents and Standardizes
- Aligns process, systems to vision
- Analyzes and improves methods; asks "why"
- Challenges practices
- Reinforces culture
- Benchmarks with other Organizations
- Eliminates non value added activities
- Reinforces an attitude of improvement
- Helps develop and communicate values
- Has finger on pulse of organization
- Seeks constant improvement

**What are some things you do as an architect?**

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**What percentage of your time is spent in the architect role?**

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**MY NOTES:**

## Five Leadership Roles

### COACH

- Sets standards for performance
- Empowers people to make decisions
- Provides information and training
- Evaluates abilities
- Mentors
- Conducts performance conversations
- Ensures resources and support are available to people
- Recognizes and rewards people for good performance
- Coaches and facilitates rather than directs and tells

**What are some things you do as a coach?**

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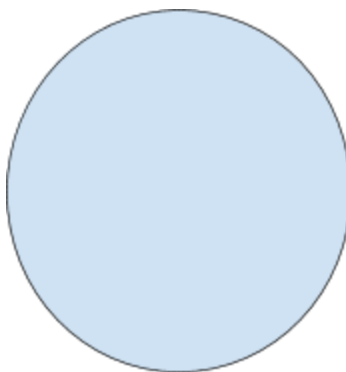


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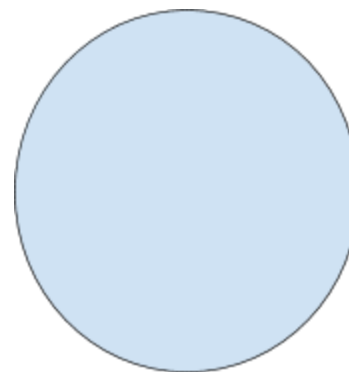
**What percentage of your time is spent in the coach role?**

\_\_\_\_\_ %

### Putting it all Together



Divide the above circle into leadership sections showing how you apply these roles in your chapter.



Divide the above circle into leadership roles needed to lead the chapter.



# Roles Action Plan

**MY NOTES:**

**What will you do more to help your chapter become more effective?**

- \_\_\_\_\_  
\_\_\_\_\_
- \_\_\_\_\_  
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- \_\_\_\_\_  
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- \_\_\_\_\_  
\_\_\_\_\_

**How will you implement this improvement?**

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