

**TAP FAITH MINISTRIES**  
**PRIMER**  
**ON**  
**LEADERSHIP, LIFE EQUITY, TEAMWORK, DECISION-MAKING,**  
**Incorporating Life Experiences, Observations and Quotes**  
**from**  
**SUCCESSFUL PEOPLE**  
***600BC to the Present***  
**2019**

**LEADERSHIP SKILLS and LIFE EQUITY**

*Based on personal experiences, paraphrases and quotes of  
U.S. Representative Marsha Blackburn, John C. Maxwell, and many others  
with added insights, and examples, compiled by the Tap Faith Partnerships*

**FOR THE ENRICHMENT OF THE READER**

**COMPONENTS OF LEADERSHIP**

- **Leadership is a transferable commodity.**
- **Skills developed in one arena can be transferred to another.**
- **Organizing, rallying, getting things done and solving problems.**
- **Leadership is not as it appears but as it performs, taking action, solving problems and getting jobs done.**
- **Leaders are team builders, bringing men and women together for common goals and causes.**
- **Leaders build teams with balanced approaches and opinions focused on their mutual aspirations.**
- **Leaders are life long learners.** *Those that are most aggressive in reading and staying up to date make the best Leaders because they know that they do not know it all. They know that there is great value in what they have not yet learned.*
- **Leaders always raise up and mentor other leaders.** *For the things that we value, the things we are most passionate about, the things we want to invest our life's work, it is imperative that we raise a generation, after us, who are willing to invest their time and energy to learn from us, so that they may keep alive the same set of values that we all hold close to our hearts.*
- **Leaders are not afraid to fail.** *Thomas Edison made 10,000 attempts to invent the light bulb. Every time you flip a switch turning night into day, be thankful that he didn't give up after 9,999 tries. Be thankful that he wasn't a quitter.*

- Creative solutions often fail.
- Leaders never look for people who have never failed but rather people who never give up.
- Failures are opportunities to learn. *Every step we take, presents opportunity.*
- Leaders are tenacious, persistent, fearless and tireless at getting things done.
- Leaders want to help others *more so than themselves.*
- Leaders want others to succeed.

#### LIFE EQUITY

- Is what makes you – you! Your strengths, past experiences good or bad and your passions.
- We tend to undervalue ourselves. You are a treasure, a precious child of God.
- Realize that what we consider mundane tasks and past experiences, equip us to perform the magnificent, to lead people, manage assets, to listen, nurture and mentor.

### *Inspirational Scriptures about Leadership*

**"Speak up for those who cannot speak for themselves, for the rights of all who are destitute. Speak up and judge fairly; defend the rights of the poor and needy."**

**Proverbs 31: 8-9**

**"Fight the good fight of faith, lay hold on eternal life, to which you were also called and have confessed the good confession in the presence of many witnesses."**

**1 Timothy 6:12**

**"Be shepherds of God's flock, the believers who are under your care. Serve as their leaders. Don't serve them because you have to. Instead, do it because you want to. That's what God wants you to do. Don't do it because you want to get more and more money. Do it because you really want to serve."**

**1 Peter 5:2**

**So he shepherded them according to the integrity of his heart,  
And guided them by the skillfulness of his hands."**

**Psalms 78:72**

**"For unto whomsoever much is given, of him shall be much required: and to whom men have committed much, of him they will ask the more" Luke 12:48**

**"Take heed therefore unto yourselves, and to all the flock, over the which the Holy Ghost hath made you overseers, to feed the church of God, which he hath purchased with his own blood."**

**Acts 20:28**

**"But among you it will be different. Whoever wants to be a leader among you must be your servant"**

**Matthew 20:26**

**"For if a man know not how to rule his own house, how shall he take care of the church of God?"**

**1Timothy 3:5**

**"An elder must live a blameless life. He must be faithful to his wife, and his children must be believers who don't have a reputation for being wild or rebellious. For an elder must live a blameless life. He must not be arrogant or quick-tempered; he must not be a heavy drinker, violent, or dishonest with money."**

**Titus 1:6-7**

## Leadership Quotes

**If you fail to honor your people, They will fail to honor you; It is said of a good leader that when the work is done, the aim fulfilled, The people will say, "We did this ourselves".** Lao Tzu, , 604-531 B. C.,

**The key to successful leadership today is influence, not authority.**  
Kenneth Blanchard, University of Massachusetts

***Contrary to the opinion of many people, leaders are not born. Leaders are made, and they are made by effort and hard work.*** Vince Lombardi, 1913-1970, Professional football coach

***"To lead, one must follow."*** Lao Tzu, , 604-531 B. C., Founder of Taoism

***"The view only changes for the lead dog."*** Sergeant Preston of the Yukon,

***"Leadership, like swimming, cannot be learned by reading about it."*** Henry Mintzberg, McGill University School of Management,

***"Be gentle and you can be bold; be frugal and you can be liberal; avoid putting yourself before others and you can become a leader among men."***  
Lao Tze

**Do nothing out of selfish ambition or vain conceit, but in humility consider others better than yourselves. Philippians 2:3**

***Leaders are Made . . . Not Born,*** CEO, Mutual Benefit Life Insurance Co.,

**."My father had a simple test that helps me measure my own leadership quotient: When you are out of the office, does your staff carry on remarkable well without you?"** Martha Peak, Group Editor, AMA Magazines

**"There is no such thing as a perfect leader either in the past or present, in China or elsewhere. If there is one, he is only pretending, like a pig inserting scallions into its nose in an effort to look like an elephant."** Liu Shao-chi

**"The best leader is the one who has sense enough to pick good people to do what he wants done, and the self-restraint to keep from meddling with them while they do it."** Theodore Roosevelt, American President

**"Rough waters are truer tests of leadership. In calm water every ship has a good captain."**—Swedish proverb

**"Any one can hold the helm when the sea is calm."** —Publilius Syrus.

**"A man who wants to lead the orchestra must turn his back on the crowd."** Max Lucado

## **"The 21 Irrefutable Laws of Leadership"**

By John C. Maxwell

*Leadership consultant and former pastor John Maxwell offers twenty one "laws" distilled from his experience as a self-confessed "expert leader."*

### **1. The Law of the lid.**

Your leadership is like a lid or a ceiling on your organization. Your church or business will not rise beyond the level your leadership allows. That's why when a corporation or team needs to be fixed, they fire the leader.

### **2. The Law of Influence.**

Leadership is simply about influencing people. Nothing more, nothing less. The true test of a leader is to ask him to create positive change in an organization. If you cannot create change, you cannot lead. Being a leader is not about being first, or being an entrepreneur, or being the most knowledgeable, or being a manager. Being a leader is not just holding a leadership position. ("It's not the position that makes a leader, but the leader who makes a position.") Positional leadership especially does not work in volunteer organizations. The very essence of all power to influence lies in getting the other person to participate.

“He who thinks he leads , but has no followers, is only taking a walk.”

### **3. The Law of Process.**

Leadership is learned over time. And it can be learned. People skills, emotional strength, vision, momentum, and timing are all areas that can and should be learned. Leaders are always learners.

### **4. The Law of Navigation.**

Anyone can steer the ship, but it takes a leader to chart the course. Vision is defined as the ability to see the whole trip before leaving the dock. A leader will also see obstacles before others do. A leader sees more, sees farther, and sees before others. A navigator (leader) listens – he finds out about grassroots level reactions. Navigators balance optimism with realism. Preparation is the key to good navigation. “It’s not the size of the project, it’s the size of the leader that counts.”

### **5. The Law of E.F. Hutton.**

Hutton was America’s most influential stock market analyst. When he spoke, everyone listened. When real leaders speak, people automatically listen. Conversely, in any group or church, you can identify the real leaders by looking for those who people listen to. According to Margaret Thatcher, “being in power is like being a lady – if you have to tell people you are, you aren’t.” Tips for a Positional leader – like a newly appointed minister – who wants to become a REAL leader... look for the existing real leaders and work to have influence there. Factors involved in being accepted as a new real leader include character, building key relationships, information, intuition, experience, past success. and ability.

### **6. The Law of Solid Ground.**

Trust is the foundation for all effective leadership. When it comes to leadership, there are no shortcuts. Building trust requires competence, connection and character.

### **7. The Law of Respect.**

People naturally follow people stronger than themselves. Even natural leaders tend to fall in behind those who they sense have a higher “leadership quotient” than themselves.

### **8. The Law of Intuition.**

Leaders evaluate everything with a Leadership bias. Leaders see trends, resources and problems, and can read people.

### **9. The Law of Magnetism.**

Leaders attract people like themselves. Who you are is who you attract. (Mmmm... I thought like poles were meant to repel!) Handy hint: “Staff” your weaknesses. If you only attract followers, your organization will be weak. Work to attract leaders rather than followers if you want to build a truly strong organization.

### **10. The Law of Connection.**

You must touch the heart before you ask people to follow. Communicate on the level of emotion first to make a personal connection.

### **11. The Law of the Inner Circle.**

A leader’s potential is determined by those closest to him. “The leader finds greatness in

the group, and helps the members find it in themselves.”

### **12. The Law of Empowerment.**

Only secure leaders give power to others. Mark Twain said, “Great things can happen when you don’t care who gets the credit.” Another point to ponder... “Great leaders gain authority by giving it away.”

### **13. The Law of Reproduction.**

It takes a leader to raise up a leader. Followers can’t do it, and neither can institutional programs “It takes one to know one, to show one, to grow one.” The potential of an organization depends on the growth of its leadership.

### **14. The Law of Buy-In.**

People buy in to the leader first, then the vision. If they don’t like the leader but like the vision, they get a new leader. If they don’t like the leader or the vision, they get a new leader. If they don’t like the vision but like the leader, they get a new vision.

### **15. The Law of Victory.**

Leaders find a way for the team to win. “You can’t win WITHOUT good athletes, but you CAN lose with them.” Unity of vision, diversity of skills plus a leader are needed for a win.

### **16. The Law of Momentum.**

You can’t steer a ship that isn’t moving forward. It takes a leader to create forward motion.

### **17. The Law of Priorities.**

Activity is not necessarily accomplishment. We need to learn the difference. “A leader is the one who climbs the tallest tree, surveys the entire situation, and yells “Wrong Jungle!”” (p176) If you are a leader, you must learn the three “Rs”... a) what’s Required b) what gives the greatest Return c) what brings the greatest Reward.

### **18. The Law of Sacrifice.**

A leader must give up to go up. Successful leaders must maintain an attitude of sacrifice to turn around an organization. One sacrifice seldom brings success. As he worked to turn around the Chrysler Corporation, Lee Iacocca slashed his own salary to \$1 per year.”**When you become a leader, you lose the right to think about yourself.”**

### **19. The Law of Timing.**

When to lead is as important as what to do and where to go. Only the right action at the right time will bring success.

### **20. The Law of Explosive Growth.**

To add growth, lead followers. To multiply growth, lead leaders. “It is my job to build the people who are going to build the company.”

### **21. The Law of Legacy.**

A leader’s lasting value is measured by succession. “Leadership is the one thing you can’t delegate. You either exercise it – or abdicate it.”

# **The 17 Indisputable Laws of Teamwork**

**by John C. Maxwell**

## **1. The Law of Significance**

People try to achieve great things by themselves mainly because of the size of their ego, their level of insecurity, or simple naiveté and temperament. One is too small a number to achieve greatness.

## **2. The Law of the Big Picture**

The goal is more important than the role. Members must be willing to subordinate their roles and personal agendas to support the team vision. By seeing the big picture, effectively communicating the vision to the team, providing the needed resources, and hiring the right players, leaders can create a more unified team.

## **3. The Law of the Niche**

All players have a place where they add the most value. Essentially, when the right team member is in the right place, everyone benefits. To be able to put people in their proper places and fully utilize their talents and maximize potential, you need to know your players and the team situation. Evaluate each person's skills, discipline, strengths, emotions, and potential.

## **4. The Law of Mount Everest**

As the challenge escalates, the need for teamwork elevates. Focus on the team and the dream should take care of itself. The type of challenge determines the type of team you require: A new challenge requires a creative team. An ever-changing challenge requires a fast, flexible team. An Everest-sized challenge requires an experienced team. See who needs direction, support, coaching, or more responsibility. Add members, change leaders to suit the challenge of the moment, and remove ineffective members.

## **5. The Law of the Chain**

The strength of the team is impacted by its weakest link. When a weak link remains on the team the stronger members identify the weak one, end up having to help him, come to resent him, become less effective, and ultimately question their leader's ability.

## **6. The Law of the Catalyst**

Winning teams have players who make things happen. These are the catalysts, or the get-it-done-and-then-some people who are naturally intuitive, communicative, passionate, talented, creative people who take the initiative, are responsible, generous, and influential.

## **7. The Law of the Compass**

A team that embraces a vision becomes focused, energized, and confident. It knows where

it's headed and why it's going there. A team should examine its Moral, Intuitive, Historical, Directional, Strategic, and Visionary Compasses. Does the business practice with integrity?

Do members stay? Does the team make positive use of anything contributed by previous teams in the organization? Does the strategy serve the vision? Is there a long-range vision to keep the team from being frustrated by short-range failures?

## **8. The Law of The Bad Apple**

Rotten attitudes ruin a team. The first place to start is with your self. Do you think the team wouldn't be able to get along without you? Do you secretly believe that recent team successes are attributable to your personal efforts, not the work of the whole team? Do you keep score when it comes to the praise and perks handed out to other team members? Do you have a hard time admitting you made a mistake? If you answered yes to any of these questions, you need to keep your attitude in check.

## **9. The Law of Countability**

Teammates must be able to count on each other when it counts. Is your integrity unquestionable? Do you perform your work with excellence? Are you dedicated to the team's success? Can people depend on you? Do your actions bring the team together or rip it apart?

## **10. The Law of the Price Tag**

The team fails to reach its potential when it fails to pay the price. Sacrifice, time commitment, personal development, and unselfishness are part of the price we pay for team success.

## **11. The Law of the Scoreboard**

The team can make adjustments when it knows where it stands. The scoreboard is essential to evaluating performance at any given time, and is vital to decision-making.

## **12. The Law of the Bench**

Great teams have great depth. Any team that wants to excel must have good substitutes as well as starters. The key to making the most of the law of the bench is to continually improve the team.



### **13. The Law of Identity**

Shared values define the team. The type of values you choose for the team will attract the type of members you need. Values give the team a unique identity to its members, potential recruits, clients, and the public. Values must be constantly stated and restated, practiced, and institutionalized.

### **14. The Law of Communication**

Interaction fuels action. Effective teams have teammates who are constantly talking, and listening to each other. From leader to teammates, teammates to leader, and among teammates, there should be consistency, clarity and courtesy. People should be able to disagree openly but with respect.

### **15. The Law of the Edge**

The difference between two equally talented teams is leadership. A good leader can bring a team to success, provided values, work ethic and vision are in place. The Myth of the Head Table is the belief that on a team, one person is always in charge in every situation. Understand that in particular situations, maybe another person would be best suited for leading the team. The Myth of the Round Table is the belief that everyone is equal, which is not true. The person with greater skill, experience, and productivity in a given area is more important to the team in that area. Compensate where it is due.

### **16. The Law of High Morale**

When you're winning, nothing hurts. When a team has high morale, it can deal with whatever circumstances are thrown at it.

### **17. The Law of Dividends**

Investing in the team compounds over time. Make the decision to build a team, and decide who among the team are worth developing. Gather the best team possible, pay the price to develop the team, do things together, delegate responsibility and authority, and give credit for success.

## **DECISION MAKING**

You have to have doubts. I have collaborators I work with. I listen and then I decide. That's how it works.

[Giorgio Armani - Design - Fashion - Clothes - Decisions](#)

You have to start with the truth. The truth is the only way that we can get anywhere. Because any decision-making that is based upon lies or ignorance can't lead to a good conclusion.

[Julian Assange](#) - [Truth](#) - [Lies](#) - [Decisions](#) - [Ignorance](#)

The art of leadership is saying no, not yes. It is very easy to say yes.

[Tony Blair](#) - [Leadership](#) - [Decisions](#)

My job is a job to make decisions. I'm a decision.. if the job description were, what do you do.. it's decision maker.

George Bush - [Jobs](#) - [Decisions](#) - [Leadership](#) - [President](#)

We believe ranchers and farmers and family business owners can make better decisions about the future than the government can.

[George Bush](#) - [Politics](#) - [Belief](#) - [Government](#) - [Taxes](#) - [Farming](#) - [Decisions](#)

There are only two words that will always lead you to success. Those words are yes and no. Undoubtedly, you've mastered saying yes. So start practicing saying no. Your goals depend on it!

[Jack Canfield](#) - [Goals](#) - [Success](#) - [Decisions](#)

Success depends on getting good at saying no without feeling guilty. You cannot get ahead with your own goals if you are always saying yes to someone else's projects. You can only get ahead with your desired lifestyle if you are focused on the things that will produce that lifestyle.

[Jack Canfield](#) - [Success](#) - [Goals](#) - [Feelings](#) - [Decisions](#) - [Focus](#)

Greatness is not a function of circumstance. Greatness, it turns out, is largely a matter of conscious choice, and discipline.

[Jim Collins](#) - [Great](#) - [Discipline](#) - [Decisions](#)

We are the creative force of our life, and through our own decisions rather than our conditions, if we carefully learn to do certain things, we can accomplish those goals.

[Stephen Covey](#) - [Life](#) - [Self Help](#) - [Decisions](#) -

Making good decisions is a crucial skill at every level.

Peter Drucker - [Decisions](#) - [Skill](#) -

I am brave, but I take a view. It is an educated view. I am careful. I am not reckless.

[Philip Green](#) - [Decisions](#) - [Intelligent](#)

Facts do not cease to exist because they are ignored.

[Aldous Huxley](#) - [Decisions](#) - [Responsibility](#)

Ignoring the facts, doesn't change the facts.

Andy Rooney - 60 minutes

I became a vegan and at the same time I realized, gosh, Whole Foods has got to create a higher standard here. I think it will ultimately be a good business decision because I think our customers expect us, want us to pave this path.

[John Mackey](#) - [Customers](#) - [Business](#) - [Business Ethics](#) - [Responsibility](#) - [Decisions](#)

You will either step forward into growth or you will step back into safety.

[Abraham Maslow](#) - [Growth](#) - [Decisions](#) - [Encouragement](#)

Sometimes you make the right decision, sometimes you make the decision right.

[Dr Phil](#) - [Decisions](#) - [Encouraging](#)

If you took our top fifteen decisions out, we'd have a pretty average record. It wasn't hyperactivity, but a hell of a lot of patience. You stuck to your principles and when opportunities came along, you pounced on them with vigor

[Charlie Munger](#) - [Investing](#) - [Best](#) - [Decisions](#) - [Opportunity](#)

You can't build a strong corporation with a lot of committees and a board that has to be consulted every turn. You have to be able to make decisions on your own.

[Rupert Murdoch](#) - [Strength](#) - [Decisions](#) -

Character is one factor that will guide all our actions and decisions. We invested in uncompromising integrity that helped us take difficult stands in some of the most difficult business situations.

[Azim Premji](#) - [Truth](#) - [Decisions](#) - [Actions](#) - [Challenges](#)

We need to make a game out of earning money. There is so much good we can do with money. Without it, we are bound and shackled and our choices become limited.

[Bob Proctor](#) - [Earnings](#) - [Money](#) - [Good](#) - [Decisions](#) - [Poverty](#)

We all have to decide how we are going to fail.. by not going far enough or by going too far.

[Sumner Redstone](#) - [Decisions](#) - [Challenges](#) - [Risk](#) - [Failure](#)

Remember, a real decision is measured by the fact that you've taken new action. If there's no action, you haven't truly decided.

[Anthony Robbins](#) - [Decisions](#) - [Action](#)

Using the power of decision gives you the capacity to get past any excuse to change any and every part of your life in an instant.

[Anthony Robbins](#) - [Decisions](#) - [Change](#)

Nobody can give you advice after you've been collecting for a while. If you don't enjoy making your own decisions, you're never going to be much of a collector anyway.

[Charles Saatchi](#) - [Art Collecting](#) - [Investing](#) - [Decisions](#)

Success is not for the timid. It is for those who seek guidance, make decisions, and take decisive action.

[Jose Silva](#) - [Action](#) - [Decisions](#) - [Success](#)

Unless you choose to do great things with it, it makes no difference how much you are rewarded, or how much power you have.

[Oprah Winfrey](#) - [Decisions](#) - [Power](#) - [Action](#) -