
11.

QUICK LISTS

“A leader can’t make excuses. There has to be quality in everything you do. Off the court, on the court, in the classroom.”

– Michael Jordan

“Talent is important. But the single most important ingredient after you get the talent is internal leadership. It’s not the coaches as much as one single person or people on the team who set higher standards than that team would normally set for itself. I really believe that that’s been ultimately important for us.”

– Mike Krzyzewski

Here are a number of quick hitters or lists that can generate thoughts about your leadership or that of your team. These are explored in further details in the free online resources that you have access to with your book purchase.

THINGS ALL ATHLETES CAN DO

1. Lose the excuses.
2. Excel in your role.
3. Always be on time.
4. Display a good attitude.
5. Encourage team members.
6. Remain committed and focused.
7. Supply effort and energy.
8. Help and serve others.
9. Improve and be coachable.
10. Prepare to win.

BOOST THE CONFIDENCE OF YOUR TEAMMATES

1. Clarify expectations.
2. Celebrate successes.
3. Point out the progress made.
4. Promote their strengths.
5. Help them with their weaknesses.
6. Remember past successes.
7. Praise them to others.
8. Praise them in public.
9. Work with them extra before or after practice.
10. Applaud their work ethic.

DUTIES OF A TEAM CAPTAIN

1. Put out locker room fires
2. Enforce & remind players of team standards and rules
3. Plan and organize off-court team activities
4. Lead form running, warmups and drills
5. Pay attention to what is going on and talking with team members
6. Determine tone in the locker room
7. Provide input to coaches and keeping them informed
8. Serve as the public representative of the team
9. Set the tone for the team during practice
10. Trusted liaison between coach and team.

“NEXT PLAY” STRATEGIES

1. Stay focused on your goals
2. Remember your game plan
3. Visualize likely scenarios (and the appropriate responses) before practice and games
4. Stay positive
5. Become an active observer while on the bench. Stay mentally engaged thinking of what you would do in each situation
6. Trust the process rather than being consumed with results
7. Stay in the present. Make the best play that is possible now
8. Realize that you can only control what you can control
9. Verbally remind teammates “next play”

HOW TO COMMUNICATE BETTER

1. Listen instead of just waiting for your turn to speak.
2. Look them in the eye when they are talking to you – that means putting the phone down
3. Don't assume that they know what you meant or what you are thinking.
4. Pay attention to your body language because it oftentimes speaks so loudly that the other person can't hear the words coming out of your mouth.
5. Remember that everyone has a different personality even if they are your friends and you have similar interests.
6. Be open and honest with one another – but, also tactful and respectful. Sometimes there is a more appropriate time and place for certain honest communication
7. The old adage of “if you can't say anything nice then don't say anything” is not true. If you can't say anything nice, take a moment and find something nice to say. You might not like someone but you can always encourage in a positive way.
8. Don't interrupt them or try to defend yourself.
9. Try to see things from their perspective.
10. Avoid using too many absolutes.

THINGS THAT WILL DIFFERENTIATE YOUR LEADERSHIP

1. Learn from the past.
2. Learn to listen and listen to learn.
3. Be early, stay late and do a little bit extra.
4. Be an active observer. Learn from what you see happening. You don't have to make all of your own mistakes.
5. Turn your social media into a positive, motivating and encouraging platform.
6. Sit with different people at team meals. Be the person that everyone gets along with.
7. Sweep the floor or help set up cones before practice.
8. Get involved in community service
9. Put out fires on the team before they become fully engulfed.
10. Go over plays with your teammates.

WAYS TO DEMONSTRATE RESPECT

1. Maintain eye contact when others are talking (this means putting the phone down).
2. Pay attention to all of the instructions that are being given.
3. Pick up after yourself and others (leave the locker room cleaner than you found it).
4. Don't argue with an official even if they make a bad call.
5. Pick a player up when they've fallen down.
6. Say 'please' and 'thank you'.
7. Hold the door open for others.
8. Sit in the front couple of rows of classes and then pay attention.
9. Let others speak and actually listen to them.
10. Send thank you notes (they will be more memorable and will impress people).
11. Be on time.
12. Don't be sarcastic or embarrass others.
13. Take care of your body and health.
14. Avoid making people uncomfortable or putting people in compromising positions.
15. Keep an open mind about people's differences and their opinions.

10 MISTAKES CAPTAINS MAKE

(Craig Hillier)

1. Thinking the job is over after being elected or selected.
2. Trying to please everyone.
3. Not confronting difficult issues with the team.
4. Not confronting a difficult issue with a coach.
5. Not connecting with parents of teammates or players.
6. "Dissing" players or coaches behind their backs.
7. Not planning ahead.
8. Believing the only place leadership is shown revolves around a given sport.
9. Giving 80% effort and expecting 100% results.
10. Expecting to do a good job without leadership training.

TEAM ACTIVITIES THAT HELP OTHERS

1. Donate shoes that you don't use anymore.
2. Reading to or tutoring elementary kids.
3. Visiting nursing homes or hospitals (especially the children's wing).
4. Greet military personnel at airports when they return home. Maybe even give them some gifts.
5. Special appreciation days where you bake cookies or do something special for teachers, firefighters, police officers, custodians, etc...
6. Serve people in the cafeteria by putting their trays away or getting them drink refills.
7. Hand out popsicles or bottled water at soccer games when it is hot. For cold games, you could pass out free hot cocoa.
8. Rake leaves or shovel snow for the elderly.
9. Rally around a cause (cancer, angel tree, toys for tots, adoption, poverty, water, etc...) and make that your project for the year (raising money and awareness).
10. Conduct a free sports clinic for kids in the area.
11. Ring bells for the Salvation Army during the Christmas season. You could wear your travel suits and pass out game schedules or camp brochures.
12. Volunteer to clean up trash at a community event or adopt a stretch of highway to clean up.
13. Paint, do lawn care or light maintenance work at a local YMCA or Boys & Girls Club.
14. Organize an Easter egg hunt for community kids.
15. Coach or host a Special Olympics event.

7 HABITS OF HIGHLY EFFECTIVE PEOPLE

(Stephen Covey)

1. Be proactive
2. Begin with the end in mind
3. Put first things first
4. Think win-win
5. Seek first to understand, then to be understood
6. Synergize
7. Sharpen the saw

HOW TO TELL A CHAMP FROM A CHUMP

1. A champ says, "Let's find out;" a chump says, "Nobody knows."
2. When a champ makes a mistake, he says, "I was wrong;" when a chump makes a mistake, he says, "It wasn't my fault."
3. A champ knows how and when to say "Yes" and "No"; a chump says, "Yes, but" and "Perhaps not" at the wrong times, for the wrong reasons.
4. A champ isn't nearly as afraid of losing as a chump is secretly afraid of winning.
5. A champ works harder than a chump, and has more time; a chump is always "too busy" to do what is necessary.
6. A champ goes through a problem; a chump goes around it, and never gets past it.
7. A champ makes commitments, a chump makes promises.
8. A champ shows he's sorry by making up for it; a chump says "I'm sorry," but does the same thing the next time.
9. A champ knows what to fight for and what to compromise on; a chump compromises on what he shouldn't and fights for what isn't worth fighting about.
10. A champ says, "I'm good but not as good as I ought to be;" a chump says, "I'm not as bad as a lot of other people."
11. A champ listens; a chump just waits until it's his turn to talk.
12. A champ would rather be admired than liked, although he would prefer both; a chump would rather be liked than admired and is even willing to pay the price of mild contempt for it.
13. A champ respects those who are superior to him, and tries to learn something from them; a chump resents those who are superior to him and tries to find chinks in their armor.
14. A champ says, "There ought to be a better way to do it"; a chump says, "That's the way it's always been done here."
15. A champ says, "I'll do what it takes"; a chump says, "I can't."

WAYS PLAYERS SABOTAGE THEMSELVES OR THEIR TEAM

1. Let their teammates fail on or off the court.
2. Rely on others to lead instead of stepping up to the plate.
3. Don't do anything at all because they don't know where to start or the task seems insurmountable.
4. Stuck on their way of doing something and aren't open to a different perspective.
5. Forget about the big picture or their purpose.
6. Fail to honestly and accurately evaluate themselves.
7. Compartmentalize leadership roles.
8. Have the wrong idea about leadership.
9. Give up too quickly and not persevering through adversity.
10. Play the blame game or finding excuses.
11. Dwell on the past
12. Live in the past
13. Think that they have "arrived"
14. Roll their eyes or displaying bad body language
15. Focus entirely on results and not the process

13 RULES OF LEADERSHIP

(Colin Powell)

1. It ain't as bad as you think. It will look better in the morning.
2. Get mad, then get over it.
3. Avoid having your ego so close to your position that when your position falls, your ego goes with it.
4. It can be done!
5. Be careful what you choose. You may get it.
6. Don't let adverse facts stand in the way of a good decision.
7. You can't make someone else's choices. You shouldn't let someone else make yours.
8. Check small things.
9. Share credit.
10. Remain calm. Be kind.
11. Have a vision. Be demanding.
12. Don't take counsel of your fears or naysayers.
13. Perpetual optimism is a force multiplier.

9 WAYS TO BE A GREAT TEAM MEMBER

(Jon Gordon)

1. Set the Example
2. Use Your Strengths to Help the Team
3. Share Positive Contagious Energy
4. Know and Live the Magic Ratio
5. Put the Team First
6. Build Relationships
7. Trust and Be Trusted
8. Hold Them Accountable
9. Be Humble

LEADER VS. BEING IN CHARGE

LEADER

IN CHARGE

We, Us, Ours	I, Me, Mine
Learner	Knows It All
Improves	Maintains
Develops	Evaluates
Win-Win Focus	Must Be Right
Process	Results
Gives Credit	Takes Credit
Inspires	Organizes
Says "Let's Go"	Says "Go"
People	Procedures
Shows How	Knows How
Listener	Quick to Talk
Earns Respect	Expects Respect
Coaches	Criticizes
Enthusiasm	Evokes Fear
Empowers	Controls
Responsibility	Places Blame