An ongoing debate in academic circles over the past 50-odd years relates to the correlation between **leadership and management**. Does a manager have to be a great leader? Does a leader need to have good management skills? What is the difference between leadership and management?

**Comparison chart**

|  | **Leadership** | **Management** |
| --- | --- | --- |
| **Definition** | Leadership means "the ability of an individual to influence, motivate, and enable others to contribute toward the effectiveness and success of the organizations of which they are members." | Management comprises directing and controlling a group of one or more people or entities for the purpose of coordinating and harmonizing that group towards accomplishing a goal. |
| **Personality Styles** | Are often called brilliant and mercurial, with great charisma. Yet, they are also often seen as loners and private people. They are comfortable taking risks, sometimes seemingly wild and crazy risks. Almost all leaders have high levels of imagination | Tend to be rational, under control problem solvers. They often focus on goals, structures, personnel, and availability of resources. Managers’ personalities lean toward persistence, strong will, analysis, and intelligence. |
| **Focus** | Leading people | Managing work |
| **Outcomes** | Achievements | Results |
| **Approach to tasks** | Simply look at problems and devise new, creative solutions. Using their charisma and commitment, they excite, motivate, and focus others to solve problems and excel. | Create strategies, policies, and methods to create teams and ideas that combine to operate smoothly. They empower people by soliciting their views, values, and principles. They believe that this combination reduces inherent risk and generates success |
| **Approach to risk** | Risk-taking | Risk-averse |
| **Role in decision-making** | Facilitative | Involved |
| **Styles** | Transformational, Consultative & Participative | Dictatorial, Authoritative,Transactional, Autocratic, Consultative and Democratic |
| **Power through** | Charisma & Influence | Formal authority & Position |
| **Organization** | Leaders have followers | Manager have subordinates |
| **Appeal to** | Heart | Head |

Summary

Managing and leading are two different ways of organising people. Leadership is setting a new direction or vision for a group that they follow, ie: a leader is the spearhead for that new direction. On the other hand, management controls or directs people/resources in a group according to principles or values that have already been established. The manager uses a formal, rational method whilst the leader uses passion and stirs emotions.

Authority

People naturally and willingly follow leaders due to their charisma and personality traits, whereas a manager is obeyed due to the formal authority vested in him/her. As a result, people tend to be more loyal towards leaders rather than managers.

Role conflicts

Leadership is one of the several facets of management. Often the same people play wear different hats - both leader and manager - at different points in time. Although not essential, it certainly helps a manager if he/she is also a good leader. Conversely, leaders do well if they have some degree of management skills because it helps them envision the implementation of their strategic vision. Self-motivated groups may not need a leader and may find leaders dominating. Alternatively, small teams may find a natural leader emerge based on his/her specialized skills. But this leader may be subordinate to the team manager in the organizational hierarchy, which may lead to conflicts.

Trivia

Leadership is doing the right things; management is doing things right. - Peter Drucker

Recently I posted a question to a LinkedIn Human Resource group, asking for people to “Define Leadership in 1 Word”. After 1 month, we received 1,130 comments! Yes, I read every one of them and have summarized in 14 single words the definition leadership. However, when you put these words together, when you team them up the results are amazing.

Influential

Charismatic

Visionary

Servant

Inspirational

Humility

Sacrificial

Motivator

Rebel

Trustworthy

Determination

Passion

Creativity

Results

The common traits of all the above terms; they require a form of action and have more impact when put together. Influential people appear to be viewed as the most common leader, but being charismatic and a visionary go a long way to gaining momentum when you are leading an organization, group or team.

One of my favourite responses was “Rebel“. Sometimes a leader has to be a cowboy or rebel and put themselves outside of the norm, make sacrifices and achieve results! Following the pack may keep you in a job, but to really inspire, you must be determined, creative and passionate! A leader will serve and motivate others through natural displays of humility! This will be the key to gaining the trust of others!

1,130 words, summarized in 14 terms and strung together for a definition of leadership!

Management is the process of reaching organizational goals by working with and through people and other organizational resources.

Management has the following 3 characteristics:

It is a process or series of continuing and related activities.

It involves and concentrates on reaching organizational goals.

It reaches these goals by working with and through people and other organizational resources.

MANAGEMENT FUNCTIONS:

The 4 basic management functions that make up the management process are described in the following sections:

PLANNING

ORGANIZING

INFLUENCING

CONTROLLING.

PLANNING: Planning involves choosing tasks that must be performed to attain organizational goals, outlining how the tasks must be performed, and indicating when they should be performed.

Planning activity focuses on attaining goals. Managers outline exactly what organizations should do to be successful. Planning is concerned with the success of the organization in the short term as well as in the long term.

ORGANIZING:

Organizing can be thought of as assigning the tasks developed in the planning stages, to various individuals or groups within the organization. Organizing is to create a mechanism to put plans into action.

People within the organization are given work assignments that contribute to the company’s goals. Tasks are organized so that the output of each individual contributes to the success of departments, which, in turn, contributes to the success of divisions, which ultimately contributes to the success of the organization.

INFLUENCING:

Influencing is also referred to as motivating, leading or directing. Influencing can be defined as guiding the activities of organization members in the direction that helps the organization move towards the fulfilment of the goals.

The purpose of influencing is to increase productivity. Human-oriented work situations usually generate higher levels of production over the long term than do task oriented work situations because people find the latter type distasteful.

CONTROLLING:

Controlling is the following roles played by the manager:

Gather information that measures performance

Compare present performance to pre-established performance norms.

Determine the next action plan and modifications for meeting the desired performance parameters.

Controlling is an ongoing process.