**Leadership & Management Video Notes**

**PART 1:** **Introduction To Leadership & Management** 14 mins

What’s the difference between a leader and a manager? What kinds of managers are there? What are the problems of managing in the real world?

Leaders and managers are not the same thing – a good manager may not be a good leader and vice versa. Managers may be good at handling pre-set situations, whereas leaders provide vision in times of change. There are different management styles, too: autocratic, democratic, laissez-faire and paternalistic. But what are “Theory X” and “Theory Y” managers? Are “people-oriented” managers better than “task-oriented” managers? And what about *useless managers*? Unfortunately there are those as well! We hear from real workers at the sharp end, as well as the theorists.

**Play Part 1 *Leadership & Management* answer the following questions.**

1. Name some key tasks of managers

2. Name some key differences between managers and leaders

3. How does Neil Walton, CEO of insurance broker Centor, define leadership?

4. How does Jim Moseley, Managing Director of General Mills UK, define leadership?

5. Name the four essential types of management style

6. Describe the ‘autocratic’ manager

7. Give some advantages and disadvantages of this approach

8. Describe the ‘democratic’ manager

9. How does Harry Payne, boss of Logical Friends, describe the benefits of a more democratic management?

10. What drawbacks are given to the ‘democratic’ style?

11. How is the ‘paternalistic’ management style described and what dangers are suggested?

12. Describe the ‘laissez-faire’ manager and where it works well.

13. Who developed the ‘X and Y’ theory of how managers view their employees?

14. How would a ‘Theory X’ manager view his or her staff?

15. How would a ‘Theory Y’ manager view his or her staff?

16. Why might the ‘X Theory’ be ‘dangerous’?

17. How does the Blake Mouton grid divide management styles?

18. Who is the best type of leader, according to Blake Mouton?

19. What are the dangers in large, especially public, organisations?