

“Six Tips for Leading from the Second Chair” - Kevin Moore

1 - Be Great at What You Do

As a second-chair leader, lead your area with such vision and precision that your leader does not have to worry about your department or responsibilities. Not having to be concerned with what you oversee will free your leader to focus on other areas that need their attention.

“Do you see someone skilled in their work? They will serve before kings; they will not serve before obscure men.”

Questions:

What is expected of your position?

What role do I play in making that happen?

What tasks am I currently doing well?

What areas or skill sets do I need to improve in?

Master your craft. Become so skilled at what you do that your work speaks for itself.

2 - Communicate Clearly with Your Leader

Your leader needs to know where you are taking your team and what problems you are currently solving.

Here are five questions your leader wants you to answer and one question you should ask regularly:

- Where are we winning?
- Where are we struggling?
- What is our game plan to remedy the problem?
- What is coming up next?
- What do you need from me?

3 - Be Flexible

You are on the team to serve the vision, mission, and values of your organization. Be willing to bend, adjust, and change if it will help the team accomplish its goals.

Be flexible in what you think, say, and do.

4 - Don't Be a “Yes Man”

You are on the team to make the team better, so make it better.

If you agree with a direction, let your leader know. If you do not agree, let them know why.

Don't just say what you think your leader wants to hear. Say what your leader needs to hear.

Note: Be sure to always communicate at the right time, in the right place, and with the right tone.

5 - Take Responsibility for Your Mistakes

We all make mistakes. When you make a mistake or your department underachieves, take responsibility. This builds trust and encourages open communication between you and your leader.

When you fail, own it and ask these questions:

- Why did it happen?
- What do I need to change to make sure it does not happen again?
- Who needs to be part of the conversation moving forward?

6 - Be Proactive, Not Reactive

Always be looking ahead.

Ask yourself:

- What is coming up?
- What will we need to make it happen?
- What could go wrong?
- How can I prevent that from happening?