About the Author / Summary
John C. Maxwell is a #1 New York Times bestselling author, coach, and speaker who has sold more than 25 million books in 50 languages. In 2014 he was identified as the #1 leader in business by the American Management Association® and the most influential leadership expert in the world by Business Insider and Inc. magazine. Mr. Maxwell has trained more than 5 million leaders and, in 2015, he reached the milestone of having trained leaders from every country of the world. The recipient of the Mother Teresa Prize for Global Peace and Leadership, Mr. Maxwell speaks each year to Fortune 500 companies, presidents of nations, and many of the world’s top business leaders.

Leadership Gold is a collection of lessons he has learned about leadership. These little nuggets of truth are expanded in individual chapters. This book summary seeks to mine through the chapters to bring forth leadership principles that are most pertinent to teachers and presents them in an abbreviated form.

Chapter 1: If it’s lonely at the top, you’re not doing something right.
“Leadership is relational as much as it is positional. An individual who takes a relational approach to leadership will never be lonely.” (pg. 6)

Chapter 2: The toughest person to lead is always yourself
Keys to leading yourself:
- Learn followership
- Develop self-discipline
- Practice patience
- Seek accountability

Chapter 3: Defining moments define your leadership
How will you be defined?:
- Defining moments show us who we really are
- Defining moments declare to others who you are
- Defining moments determine who we will become

Types of defining moments:
- Ground breaking - Heart breaking
- Cloud breaking - Chart breaking

Defining your moments
- Reflect on defining moments from the past
- Prepare for defining moments in the future
- Make the most of defining moments in the present
Chapter 4: When you get kicked in the rear, you know you’re out in front
How to hold up under criticism:
- Know yourself: This is a reality issue
- Change yourself: This is a responsibility issue
  Consider - Who criticized me?
    ✓ How was the criticism given?
    ✓ Why was it given?
- Accept yourself: This is a maturity issue

Chapter 5: Never work a day in your life
Find your passion and do that.
“The world will belong to passionate, driven leaders...people who not only have enormous amounts of energy, but who can energize those whom lead.” -Jack Welch

Chapter 6: The best leaders are listeners
Why listeners make effective leaders?
- Understanding people precedes leading them
- Listening is the best way to Learn
- Listening can keep problems from escalating
  “Listen to the whispers and you won’t have to hear the scream” -Cherokee proverb
- Listening establishes Trust
- Listening can improve the organization

Chapter 7: Get in the zone and stay there
How to find your strength zone:
- Ask, “What am I doing well?”
- Get specific
- Listen where others give you praise
- Check out the competition (What is your competitive advantage?)

Chapter 8: A leader’s first responsibility is to define reality
Guard against unrealistic thinking:
- Admit my weakness
- Embrace realistic people
- Ask for honesty from others

Chapter 9: To see how the leader is doing, look at the people
Revealing questions to ask about followers:
- Are the people following?
  “all leaders have two common characteristics: first, they are going somewhere; second, they are able to persuade other people to go with them” (pg. 77)
- Are the people changing?
  “Good leaders inspire their followers to have confidence in them. But great leaders inspire their followers to have confidence in themselves.” (pg. 78)
- Are the people growing?
  “The growth and development of people is the highest calling of a leader.” -Dale Galloway
- Are the people succeeding?
  “Leaders may impress others when they succeed, but they impact others when their followers succeed.” (pg. 80)
Chapter 10: Don’t send your ducks to eagle school
Meet people where they are at.

Chapter 11: Keep your mind on the main thing
Reverse the 80/20 principle which states you spend 80% of your time on 20% of pressing things which are often not the main important things.

Chapter 12: Your biggest mistake is not asking what mistake you’re making
Recipe for a successful failure:
- Admit your own mistakes and weaknesses
- Accept mistakes as the price of progress
- Insist in learning from your mistakes
- Ask yourself and others, “what are we missing?”

Chapter 13: Don’t manage your time, manage your life
A good time steward does the following:

<table>
<thead>
<tr>
<th>Leadership Action</th>
<th>Effect</th>
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<tbody>
<tr>
<td>Advance their overall purpose in life.</td>
<td>This helps them grow.</td>
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<tr>
<td>Underscore their values.</td>
<td>This brings them fulfillment.</td>
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<tr>
<td>Maximize their strengths.</td>
<td>This makes them effective</td>
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<td>Increase their happiness.</td>
<td>This gives them better health.</td>
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<tr>
<td>Equip and coach others</td>
<td>This compounds their productivity.</td>
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<tr>
<td>Add value to others</td>
<td>This increases their influence.</td>
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Chapter 14: Keep learning to keep leading
To grow you have to be intentional

Ten Characteristics of a growth environment:
1) Others are ahead of you. 6) You wake up excited.
2) You are continually challenged. 7) Failure is not your enemy.
3) Your focus is forward. 8) Others are growing.
4) The atmosphere is affirming. 9) People desire change.
5) You are often out of your comfort zone. 10) Growth is modeled and expected.

Chapter 15: Leaders distinguish themselves during tough times

Chapter 16: People quit people and not companies

<table>
<thead>
<tr>
<th>Five ways that leader losses the trust of their people</th>
<th>Five ways a leader builds trust</th>
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</thead>
<tbody>
<tr>
<td>Acting inconsistently in what they say and do</td>
<td>Maintain integrity</td>
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<tr>
<td>Seeking personal gain above shared gain</td>
<td>Openly communicate their vision and values</td>
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<td>Withholding information</td>
<td>Show respect for fellow employees as equal partners</td>
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<tr>
<td>Lying or telling half-truths</td>
<td>Focus on shared goals more than their personal agendas</td>
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<tr>
<td>Being closed-minded</td>
<td>Do the right thing regardless of personal risk</td>
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</tbody>
</table>
People quit people who:
- devalue them
- are untrustworthy
- who are insecure

Recipe for retention (engagement):
- Take responsibility for my relationships with others
- When people leave, do an exit interview
- Put a high value on those who work with me
- Put credibility at the top of the leadership list
- Recognize that positive emotional health creates a secure environment for people
- Maintain a teachable spirit and nurture passion for people

Chapter 17: Experience is not the best teacher
“The difference between average people and achieving people is their perception of and response to failure.” (pg. 157)
“Experience gives the test first and the lesson later.” (pg. 158)

Chapter 18: The secret to a good meeting is the meeting before the meeting

Chapter 19: Be a connector, not just a climber
What is the difference?

<table>
<thead>
<tr>
<th>Climb</th>
<th>Connect</th>
<th></th>
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<tbody>
<tr>
<td>think vertical</td>
<td>think horizontal</td>
<td></td>
</tr>
<tr>
<td>focus on position</td>
<td>focus on relationships</td>
<td></td>
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<tr>
<td>value competition</td>
<td>value cooperation</td>
<td></td>
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<tr>
<td>seek power</td>
<td>seek partnerships</td>
<td></td>
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<tr>
<td>build their image</td>
<td>build consensus</td>
<td></td>
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<tr>
<td>want to stand apart</td>
<td>want to stand together</td>
<td></td>
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</tbody>
</table>

Five qualities you may find will assist you to connect with others:

Chapter 20: The choices you make, make you
Three critical choices to make:
- Choice One - My standards for myself will be higher than what others might set for me
- Choice Two - Helping people is more important than making them happy
- Choice Three - My focus will be on the present

“Excellence is the gradual result of always striving to do better.” -Pat Riley

Chapter 21: Influence should be loaned but never given
The value of influence:
- Influence exists to speak up for those who don’t have influence
- Influence exists to speak to those who do have influence
- Influence exists to be passed on to others
Chapter 22: For everything you gain, you give up something

What will you trade?

<table>
<thead>
<tr>
<th>Trade</th>
<th>For</th>
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</thead>
<tbody>
<tr>
<td>affirmation</td>
<td>accomplishment</td>
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<tr>
<td>security</td>
<td>significance</td>
</tr>
<tr>
<td>financial gain</td>
<td>future potential</td>
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<tr>
<td>immediate pleasure</td>
<td>personal growth</td>
</tr>
<tr>
<td>exploration</td>
<td>focus</td>
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<td>quantity of life</td>
<td>quality of life</td>
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<tr>
<td>acceptable</td>
<td>excellent</td>
</tr>
<tr>
<td>addition</td>
<td>multiplication</td>
</tr>
<tr>
<td>first half</td>
<td>second half</td>
</tr>
<tr>
<td>work for God</td>
<td>walk with God</td>
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</tbody>
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Chapter 23: Those who start the journey with you seldom finish with you

Chapter 24: Few leaders are successful unless a lot of people want them to be

Kind of people who help:
- Time Relievers
- Creative Thinkers
- Servant Leaders
- Spiritual Mentors
- Gift Complementers
- Door Closers
- Mind Stretchers
- People Developers
- Relational Networkers

Chapter 25: You only get answers to the questions you ask

“He who asks is a fool for five minutes, but he who does not ask is a fool forever.” -Chinese Proverb

“Millions saw an apple fall, but Newton was the one who asked why.” -Bernard Baruch

“Quality questions create a quality life. Successful people ask better questions and as result, they get better answers” -Anthony Robbins

Ten questions to ask yourself:
1) Am I investing in myself? This is a personal growth question
2) Am I genuinely interested in others? This is a motive question
3) Am I doing what I love and loving what I do? This is a passion question
4) Am I investing my time with the right people? This is a relationship question
5) Am I staying in my strength zone? This is an effectiveness question
6) Am I taking others to a high level? This is a mission question
7) Am I taking care of today? This is a success question
8) Am I taking time to think? This is a strategic leadership question
9) Am I developing other leaders? This is a legacy question
10) Am I pleasing God? This is a faith question
Chapter 26: People will summarize your life in one sentence – pick it now
To accomplish this, it is suggested to do the following:
- Choose today the legacy you want to leave others
  “Most people don’t lead their lives; the just accept them.” -John Kotter
- Live today the legacy you want to leave
- Appreciate today the value of a good legacy

Legacy: We must be mindful of the next generation
“We have made at least a start in discovering the meaning in human life when we plant shade trees under which we know full well we will never sit.” -D. Elton Trueblood

Summary
As seen from above, Leadership Gold is a random collection of lists and questions. The author envisioned this book as a tool to aid a six-month mentorship program, so each chapter is geared towards a significant amount of self-reflection. The content is given meaning through the author’s antidotal stories from his own life. For association leaders, there is abundant applications within the content of this book that are important. Today, intentional effort in building leaders is lacking and bowling will suffer if we don’t invest ourselves in leading our current team as well as building strong leaders for tomorrow.

Additional recommendations:
“The 21 Irrefutable Laws of Leadership” by John C. Maxwell
“The 5 Levels of Leadership” by John C. Maxwell
“Wooden on Leadership” by the late John Wooden