You're In Charge... Now What?

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You Just Got the Job...

Things to Remember

- 1. Success is Opinion.
- 2. Excellence is Personal.
 - o I'm in charge of me.
 - People I respect, their opinion matters.

You Are a MUSIC EDUCATOR

- 1. Teach
- 2. Administrate
- 3. Lead
- 4. Juggle/Balance The profession <u>and</u> your personal life.

Top 10 "Blocher" isms

- 1. Organize + Plan.
- 2. Average H.S. Band plays 42 time a year.
- 3. You can accomplish anything if you don't care who gets the credit.
- 4. You won't "Burn Out." You will forget to "Re-Fuel."
- 5. Always have the next level in mind.
- 6. Don't just read the book, Live It!
- 7. Do what it takes to get the job done.
- 8. People want...
 - Information
 - Inspiration
 - Affirmation
- Everything is the same until it is not.
- 10. You don't know what a smooth ride is until you drive a jeep on a dirt road!

"Management by Delegation"

- 1. Stress Results, not details.
- 2. Don't give "solutions," give opportunities.
- 3. Turn the question /problem around.
- 4. Establish measureable and concrete objectives.
- 5. Develop reporting systems.
- 6. Give strict and realistic deadlines.
- Keep a delegation "log."
- 8. Recognize talents and personalities.

"Inspiration"

Never give up

- Here are two inspiring examples that prove that persistence, enthusiasm, and planning will help you succeed.
 - Chuck Yeager, on his first flight as a passenger, threw up all over the back seat. He vowed never to go back up again – yet later became the first man to break the sound barrier.
 - A woman once said to the great violinist Fritz Kreisler after a recital, "I'd give my life to play as beautifully as you!"
 "Madam," Kreisler replied, "I have."

"Courage"

- Courage is not limited to the battlefield or the Indianapolis 500 or bravely catching a thief in your house. The real tests of courage are much quieter. They are inner tests, like remaining faithful when nobody's looking, like enduring pain when the room is empty, like standing alone when you're misunderstood.
 - -Charles Swindoll, inspirational writer

"Luck?"

Some folks want their luck buttered.
-Thomas Hardy

"Truth"

One way of getting the truth

- There's the story of a man at a pay phone in a restaurant making a call.
- "Hello, Mr. Smith? I understand you have been looking for an assistant." He paused to listen to the response.
- "Oh, you hired one two months ago and are pleased with your choice? Well, thank you anyway. I hope you continue to be satisfied with your decision.
- When we hung up the phone, the restaurant manager commented, "I happened to overhear your conversation. I'm sorry you didn't get a shot at that job."
- "Oh, that's all right," the man replied. "That was my boss. I was hired as his assistant two months ago and I was just phoning to find out how I'm doing."

(from a speech by Southwestern Bell Vice President for External Affairs Cassandra Carr)

"Integrity"

The honesty of Ted Williams: Actions to live by

- More than 30 year ago, Ted Williams was closing out his career with the Boston Red Sox. He was suffering from a pinched nerve in his neck that season. "The thing was so bad," he later explained, "that I could hardly turn my head to look at the pitcher."
- For the first time in his career he batted under .300, hitting just .254 with 10 home runs. He was the highest-salaried player in sports, making \$125,000. The next year, the Red Sox sent him the same contract.
- When he got the contract, Williams sent it back with a note saying that he would not sign it until they gave him the full cut allowed. "I was always treated fairly by the Red Sox when it came to contracts," Williams said. "Now they were offering me a contract I didn't deserve. And I only wanted what I deserved."
- Williams cut his own salary down by 25 percent, raised his batting average by 62 points, and closed out a brilliant career by hitting a home run in his final time at bat.

(from a speech by A. Thomas Young, President and CEO of Martin Marietta Corporation)

"Adjust"

How to be successful for a long, long time

- Since this is the first week of a new baseball season, I thought it would be fitting to open with a story about a home-run hitting farm boy from my home state of Mississippi. This fellow could hit a baseball a country mile, as they say. So one of the major league teams invited him to spring training.
- Each week the young slugger wired his mother. The first week he said, "Dear Mom, leading all batters. These pitchers are not so tough."
- A week later he boasted, "Looks like I will be a starting infielder. Now hitting .500."
- But early in the third week, the young man's mother got this wire: "Dear Mom," it said. "They started throwing curves. Will be home Friday."
- I tell this story to illustrate that success, whether it's baseball or business, is not a one- or two-week hot streak. Real success is long term.

(from a speech by Earnie Deavenport, President of Eastman Chemical Company)

"Listen"

- Slow down!
- We speak at an average of 120 words per minute.
- We can listen about 4 times faster.

"Communicate"

- Meetings
- E-mails
 - 1. 1 screen or less.
 - 2. Write in bullet points.
 - 3. "Meat" of the message in subject line.
 - 4. From wireless? Let them know!
 - 5. Spell check!!
 - 6. Encourage questions back.
 - 7. Remember they are receiving many "other" messages!

"Perception"

Warning!

They:

- 1. Avoid eye contact.
- 2. Tilt their heads.
- 3. Squint their eyes.
- 4. Close their mouths and keep them closed.
- 5. Lower their eyebrows.
- 6. Cross their arms and legs.

"Leaders Most Important Words"

- 5. You did a great job!
- 4. What do you think?
- 3. I was wrong.
- 2. Thank you.
- 1. We

Finally: "Closing Words....!"

As Yogi Berra said, 'I didn't really say everything I said'

- Sometimes what you say to employees is not at all what you meant. If you're lucky, listeners let it pass; if you're not, they hold you up for global ridicule as was the case for the following unfortunate managers whose alleged remarks were posted on the Corporate Dump Web site:
 - o "We know that communication is a problem, but the company is not going to discuss it with the employees." (switch supervisor, AT&T Long Lines Division)
 - "Email is not to be used to pass on information or data. It should be used only for company business." (Accounting manager, Electric Boat Company)
 - "This project is so important, we can't let things that are more important interfere with it." (Advertising/Marketing manager, United Parcel Service)
 - "Teamwork is a lot of people doing what I say." (Marketing executing, Citrix Corporation)

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