



Speaking As a Leader: How to Lead Every Time You Speak...From Board Rooms to Meeting Rooms, From Town Halls to Phone Calls

Judith Humphrey

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Make every communication count—with a simple, four-step speaking model

Whether it's among colleagues at lunch or an audience of a thousand, a leader's role is to move and inspire others. It's not only the big occasions that test a leader's mettle, but the little ones as well—in a casual conversation in the elevator, in phone calls, or one of many incidental, seemingly "insignificant" interactions in everyday work life. Written by one of the world's leading communications coaches, *Speaking as a Leader* shows you how to make the most of your daily communications, creating a presence on the job as a genuine and constant leader.

In this eye-opening guide, aspiring (and established) leaders can enhance their reputations and influence by following a few simple steps. *Speaking as a Leader*:

- Shows how to structure your thoughts and message in any situation using a four-step model
- Offers tips on listening effectively, in three dimensions
- Details why you are the best visual and how to avoid "Death by PowerPoint"
- Offers guidance on taking the "numb" out of numbers
- Includes tips on moving from subject to message

With *Speaking as a Leader*, you'll learn to tap into your innate leadership skills at every occasion—whether small or large—and earn the sort of respect that creates devoted friends and passionate supporters.

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