

TOP QUALITIES OF A GOOD PTA LEADER

- **LISTENS – CAREFULLY.** Successful leaders spend much of their time listening and gathering information.
- **MAKES A DECISION NOW.** Not tomorrow or next week. Using information at hand today, a successful leader makes the best possible decision.
- **SHARES RESPONSIBILITY AND BLAME** with his or her co-workers for mistakes and learns from them.
- **RECOGNIZES TALENT** and brings it forward - realizing that excellent board members will be a credit to the organization.
- **KNOWS HOW TO NURTURE AND DEVELOP** the strengths of each board member.
- **CAN BE COUNTED ON** to follow through: when he says he will do something, he does it, and does it well.
- **GIVES CONSTRUCTIVE AND TACTFUL CRITICISM** that supports a board member while teaching her.
- **PROVIDES COMFORT AND UNDERSTANDING** – personally and professionally – to board members who need it.
- **IS MANNERLY AND TIMELY** in all communications ~ verbal, written and electronic.
- **ADHERES TO ETHICAL BEHAVIOR** at all times.
- **KEEPS THE PERSPECTIVE** of all children and families in mind.
- **MODELS** for the board, the children, the staff and the community the behavior of a good PTA leader.