Principles of Management

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**Position in Management and Leadership Capabilities**

It is highly crucial and important for every person to know the position where he or she is in their management and leadership capabilities. It is important because it helps the person to exactly know everything about his/her management and leadership capabilities so that they would be able to act accordingly. This means that the person would have a clear idea that where he/she is and where they need to be in terms of their capabilities (Bush, Bell, & Middlewood, 2019). Knowing the areas where someone is in his/her management and leadership capabilities assist the individual to identify the areas of improvements if exist and work to cover the gaps and improve the potential capabilities.

After analyzing my management and leadership capabilities, I found myself in the right position. In terms of leadership, I possess the capability that I change the way I lead individual depending on what happens in the organization or business. In this area, I think about the upcoming variances and huge challenges. As well as, I work to know that how I adjust and manage my leadership style according to the situation or case at hand. In regards to awareness of leadership, I found myself a bit weaker than I need to be (Self-Assessment, 2019). But being a student (currently), the present level of awareness about leadership may be enough but I need to be at the position in leadership where I am much aware of my leadership style because it assists to know and understand that how and when to apply a different approach for a different outcome.

The capabilities I have, regarding management are enough impressive. I have the capabilities such as I prefer to manage complex situations and tasks myself instead of putting someone else in trouble. Beyond that, I also work to assist others in what they do, so the assigned task is managed well than the expected as well as it brings better results.

In terms of employees’ management, I could be found the person who can explore the reason for the underperformance of a person. I consider this as one of the best capabilities because exploring reasons get better outcomes for both, the individual and organization. I am also at the position in management capabilities where I motivate people by understanding them the connection between the organization and their own career goals as well as letting them know why motivation is beneficial for them. I am on the place in management capabilities where I have been considered as an effective manager because I discuss performance and define goals so that the expectations are met efficiently. As well as I understand that what actions (reward and recognition) should be taken when employees are not well managed and motivated (Self-Assessment, 2019).

At last but not least, I have the idea that managing individuals in the organization according to the workplace culture of the organization and developing fairness and trust among employees keep them satisfied, recognized and well managed. Hence, I prefer to take every action regarding this era.

**Things Learned about Effective Management**

There are many things which I have learned about effective management. But, according to my point of view, the important and unique things that I have learned about effective management are elaborated below.

1. **Individuals and Teams Management and Empowerment**

Managing as well as empowering individuals and teams is an essential part of effective management. I have learned this because I realize that no one is best at everything while empowering others individually or in teams help them to perform a task in a better and efficient way.

1. **Conflict Resolution**

Ignoring interpersonal conflicts is one of the huge mistakes management does. I learned resolving conflict is the way that enhances and improve productivity and performance level (West-Burnham, 2014). I learned to address each of the conflicts through talking and discussing with those who are involved privately.

1. **Developing Situational Awareness**

A sign of effective management and managers is they would always see bigger pictures in comparison to common people and anticipate issues before they occur. It is the most valuable things that I have learned about effective management. This part of effective management helps to manage the organization in specific situations as well as handle complex projects and deadlines (West-Burnham, 2014). This area of effective management that I learned also provide suggestions and assistance to the employees in the organization to avoid or eliminate huge problems and recognize potential opportunities.

Beyond above, some of the common things that I learned about effective management are;

* Stability and consistency
* Establishing and setting goals and objectives
* Rewarding and recognizing efforts and behaviors
* Supporting individuals to contribute views, thoughts, ideas, and opinions.

## **Key Strengths and Critical Weaknesses**

## **Strengths**

After in-depth self-analysis, the following are the most valuable and key strengths of mine.

* Strong speaking skills and high confidence level especially when presenting something of significance.
* Capabilities of strong and effective communication with every person with whom I have concerns.
* Effective time management and problem solving competencies in routine activities.
* An effective planner who is always prepared for the things happening in present or in coming future.
* Trusting in being fully applied and focus on practicality rather than just focused on theories and studies (Dyson, 2014).
* Decision making skills and organizing skills are part of my key strengths
* Always have impressive responses from senior regarding my performance even everywhere.
* Self-assured and Flexible personality and have positive views about “Everything is Impossible in Life, and Nothing is Impossible”
* Always prefer to look for professionals and perfection in every activity Iperform in personal or professional life as well as prefer to fulfill each of my tasks in a formal way.

**Weaknesses**

After self SWOT Analysis, below listed are the critical weaknesses of me, that include;

* Look to get faster and prompt outcomes when compare myself to others.
* Trying to perform numerous actions at a time and that confuses me (sometimes) at the time of execution of my tasks.
* Get frazzled and under pressure somehow sooner in comparison to others such as colleagues and other individuals in my surroundings (Dyson, 2014).
* Get infuriated somehow quicker and faster than other people normally do.
* Poor attention headed for self-awareness and no effort (in some cases) to recognize the extents of enrichments for self-development.

**How the Four Principles of Management Can Be Used**

Several ways and techniques are there through which the four main principles of management can be used in the organization. The way how I can and would use the four principles of management is described below.

**Planning**

Planning is the actual process and foundation that includes setting up organizational or business objectives and then taking actions for the purpose to achieve those goals and objectives. The process of planning needs managers to be fully aware of the conditions and surrounding environment that the organization faces as well as predicting conditions to be faced in the future (Lardbucket, 2019).

I use Planning to develop business objectives for individuals and teams which is the statement that what required to be accomplished and when. I also find out alternate solutions and courses of actions to accomplish the developed goals and objectives.

**Organizing**

Organizing is the process in which the management of an organization establishes/develops organizational structure and allocate HR (Human Resources) to make sure the achievement of objectives. This organizational structure is represented by the actual organizational hierarchy or chart.

I use organizing in a way where I design jobs of individuals and teams inside the organization and assign them with a specific task(s)s and duties to be completed in the way that contributes to the accomplishment of developed goals and objectives (Lardbucket, 2019). I also use organizing to design organizational manner for everyone that become signs of professionalism and leads to the success of the organization.

**Leading**

Leading includes the sources (social and informal) of influences which leaders and management utilize for inspiring actions taken by others. I use leading/leadership through identifying the actual personalities, attitudes, values, and emotions of subordinates and make them enthusiastic about putting efforts towards achieving established goals and objectives.

**Controlling**

Controlling is the process in which the manager and entire management make sure that the performance should not depart from their standards. This process includes three steps which are; 1) developing performance standards, 2) Comparison of performance with standards, and 3) taking actions as required. I use the concept of controlling in different ways. But, majorly I do compare the performance with the standards by matching them with the reports, sales, production, customers’ satisfaction, and performance appraisal (Lardbucket, 2019). I do this by comparing the expected results with the actual outcomes.

**Use of Management Theories to Create Value in Organization**

I use every management theory for creating value in the organization because the contribution of every management theory in creating value is credible.

**Contingency Theory**

I use contingency theory for creating value in the organization by, ensuring that every decision made by the management or managers is fully based on the current situation and circumstances instead of proceeding with the methods that fist all (Gloet, 2016).

**System Theory**

I use the theory by identifying how an individual (employee) the system around him/her as well as how each system affects an employee and his/her performance (Rosenberg, & Ferlie, 2016). So in this way, the theory helps in value creation.

**Chaos Theory**

Change is important and some events and conditions may be controlled effectively while others may not. Hence, I prefer to work managing change instead of avoiding it because it is important to organizational advancement. So managing change (implications of Chaos Theory) leads to advancement which further assists to create value (Gloet, 2016).

**Theory X and Theory Y**

I use theory X by offering incentives to employees for betterment while use Theory Y by inspiring participation from employees. In this way, both theories contribute to organizational success and help in creating value in the organization.

**Way(s) to Develop and Improve as to Continue Leadership and Management Capabilities Moving Forward in the Chosen Field?**

Following are the ways that I want to use to develop and improve my leadership and management capabilities proceeding forward in the field of my choice.

**For developing leadership and management capabilities I want to;**

* Keep learning required skills and knowledge that helps to develop leadership and management capabilities.
* Focus on improving my communication and the way I judge things or problems.
* Have a contingency plan that can be used for managing any bad situation(s).
* Consider my passion as an effort and to be highly passionate all the time.
* Find out the ultimate purpose and type of management and leadership required for the particular (chosen) field so that I would develop my leadership and management capabilities accordingly.

**For improving leadership and management capabilities I prefer to;**

* Identify my actual leadership and management style
* Take management and leadership test of my existing capabilities to identify gaps
* Tackle each gap in identified skills and capabilities
* Identify and understand my key strengths and utilize them for improving my existing leadership and management capabilities.

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