

LEADER VERSUS MANAGER

Leaders: do the right things; Managers: Do things right.

<i>Three Basic Tasks</i>	LEADER <i>(Coping with change)</i>	MANAGER <i>(Coping with complexity)</i>
<i>Deciding what needs to be done</i>	<i>Setting a direction (inductively creating a vision and strategies to provide focus for planning)</i>	<i>Planning and budgeting (deductively producing orderly results)</i>
<i>Creating networks and relationships</i>	<i>Aligning people to the vision (emphasizing communication, credibility, and empowerment)</i>	<i>Organizing and staffing (restructuring jobs and reporting relationships to efficiently implement plans)</i>
<i>Ensuring people do the job</i>	<i>Motivating people (creating involvement, emphasizing values, building informal networks of relationships)</i>	<i>Controlling and problem solving (comparing with plan taking action to correct deviations)</i>

Sumber: Kotter dalam Cook dan Phillip L. Hunsaker (2001). *Management and Organizational Behaviour*. Third Edition. New York: McGraw Hill.