

# PROFESSIONAL CONSTRUCTION

# LEADER

## FIRST YEAR VIDEOS

### LEADERSHIP

**The Professional Field Leader Defined** | Many field leaders still have a hard time accepting the idea that they are professionals. Often-times they have one foot in each world the blue-collar mindset and the manager leader mindset. This detracts from their ability to see themselves as professionals and more importantly for others to see them as professionals as well. Field leaders need to be professionals with their crews, with other contractors and trades, with owners, representatives, with OSHA representatives and everyone else they come in contact with. This coaching session on defining exactly what professionalism means helps them understand and embrace this role.

**Being a Magnetic & Positive Leader** | Productivity and time management go hand-in-hand and many field leaders are highly interested in productivity but lack the time management skills necessary to make sure that the people working for them do the right things at the right time at the right level of their expertise. As a result often times productivity is not maximized because the time management is broken down into task management and in today's busy and complex job site that's simply not enough. This coaching session focuses on the relationship between time management and productivity and what they can do better, faster, smarter and safer

**A Leader's Success comes from Within** | Understanding that field leaders must lead by example is a key role of success. The ability to take responsibility for positively influencing and controlling one's own life is critical in cultivating success on the job and in one's own life. Field leaders have a great opportunity to learn how to teach the people working for them that they all have the power to influence and control the direction of their own lives and the level of success they can achieve.

**The Purpose Driven Leader** | The Power of purpose is a prime motivator on any job site. Field leaders can inspire their team to give the best effort if the team is constantly reminded how valuable their individual tasks contribute to the success of the job as a whole. A sense of purpose can be empowering for the men/women working on the job, but this requires an emphasis on "The Big Picture" which is ultimately the field leader's responsibility to provide. This lesson teaches field leaders how to inspire a sense of purpose not only for themselves, but also for their team.

**Success is Not Happiness / Happiness is Success** | All employees want to make money, do well and be successful, and for many people this is primarily what motivates them in life. However, being successful is only part of being a good leader. This lesson highlights how an experienced field leader knows that ultimately, happiness is what controls how fulfilled the people that work for them are not only on the job, but also at home and as individuals.

### COMMUNICATION & ENGAGEMENT

**Having the Tough Conversation** | Being an effective leader requires having difficult conversations under difficult circumstances. For field leaders who are often working with friends or colleagues, this can be a big challenge. Performance problems, issues that are getting in the way of the job, personality conflicts and the like all need to be addressed through having direct, frank and productive discussions. Having the tough conversations comes with the territory and by doing so, it clears any obstacles out of the system that are standing in the way of getting the job done. This brief session gives field leaders the tools to have those important, necessary and uncomfortable discussions in the workplace.

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**Full Attention Builds Respect** | Field leaders often do well at giving direction and motivating the team but often struggle with listening. It is easy to become impatient, distracted and check out on the conversation. Field leaders will learn the value of listening with full attention & remaining fully engaged when having a conversation with anyone that they come into contact with on the job site. These practices ensure that the people field leaders communicate with know that what is being said to them is important to them.

**Full Comprehension = Zero Rework** | Field leaders need to be sure that when delegating tasks, the employees they are speaking with are fully comprehending what the expectation is. Poor communication and mixed messages are the primary reason for rework, which is considerably more expensive than the job being done correctly the first time around. This lesson will highlight & teach why it is the field leader's responsibility to make sure that employees not only hear what is being said, but are also understanding and comprehending what the task involved and what the overall expectation is so that the job gets done without the need for rework in the future.

## SAFETY

**Safety with the New Guy** | This focuses on the necessity of spending extra time with new employees who are more prone to accidents and incidents on the job site. Field leaders will learn how to provide the extra help that their newer team members that they need to stay safe on the job.

**Safety Buy-In & Beliefs** | Safety is not just about the rules and the policies more importantly it is about the buy-in and belief systems that the employees bring to the safety mindset. Leaders need to bring this mindset out in every employee on a consistent basis for all issues large and small. Buy-in and a commitment to the company, to the team and to one another is the critical component set for success and safety in the field, this session shows them how.

**How to run a Great Safety Meeting** | Field leaders have to run more than 50 field tailgate meetings a year. The way that they do it is going to make a difference on their audience's participation, buy-in and comprehension. Therefore, most field leaders can use some help keeping it fresh, interesting and possibly humorous. This doesn't take away from the deadly serious business of safety at the job site but if a field leader does not bring enthusiasm, interaction and great facilitation to his safety meetings then everyone is coming up short especially the company. This provides some quick tips on how to make a safety meeting more than an obligation

## MOTIVATION & EMPOWERMENT

**Productivity & Time Management** | Productivity and time management go hand-in-hand and many field leaders are highly interested in productivity but lack the time management skills necessary to make sure that the people working for them do the right things at the right time at the right level of their expertise. As a result often times productivity is not maximized because the time management is broken down into task management and in today's busy and complex job site that's simply not enough. This coaching session focuses on the relationship between time management and productivity and what they can do better, faster, smarter and safer

**Focus on the top of the pyramid** | Field leaders can maximize their efforts & by doing so, also maximize the results they get from their team. This lesson focuses on how field leaders can define what their best skills are while also inspiring their team to do the same as well.

**THE POWER OF TRUST ON PERFORMANCE** | Trust is one of the most underestimated & powerful means a field leader can use to connect with their team. This lesson focuses on how field leaders can cultivate a genuine relationship of trust between themselves and their employees to make for a more efficient job site.

**Empowerment + Accountability = Results** | It is up to the field leaders to empower their team members to do the best work they can and then also not only hold them accountable when things go wrong, but also offer and give praise where recognition is due. This lesson focuses on how field leaders can stop delegating and start empowering their team to be more productive and have a deeper drive to contribute the best work to the job.

## LEARNING FROM FAILURE

**Don't Forget The People (G version available)** | This lesson highlights the importance of field leaders remaining accessible to those they work with & who work for them instead of spending too much time focusing on the bottom line. Field leaders will learn how to cultivate meaningful relationships with their crew for maximum productivity.

**Active Listening** | This lesson discusses the importance of field leaders listening & engaging with those they work with & who work for them by being patient, respectful & present. Field leaders will learn why & how active listening not only shows respect, but also earns respect in return.

**Proactive vs. Reactive Leadership** | It is important that field leaders can plan ahead, keep their eye on the bigger picture & anticipating what the needs of the job will be in the future instead of being unprepared and having to "fix" problems after they have already happened. This lesson focuses on how a prepared field leader can learn to stop spending a majority of their time putting fires out & instead, focus on not allowing the fires to start in the first place.

## COACHING & MENTORING

**Mentoring Your Next-Gen Talent** | There are a huge number of millennials entering our various industries at this time. All of them need mentoring and encouragement. Many of us received this same mentoring to get where we are today. This needs to be passed down as a solid tradition that not only helps those individuals, but also creates a great workplaces where people want to come, want to stay and want to produce.

**Recognizing Good Behavior (G version available)** | Recognizing good behavior through positive reinforcement is generally considered one of the most powerful motivators in any workplace. But in field operations, this is a rare action that is infrequently used. As a result, there is a commensurate loss of productivity, safety, loyalty and buy-in because of the resistance of field leaders to provide positive reinforcement. This program provides easy ways to integrate positive reinforcement into the discussions every day out on the job site.

**Advanced Practices in Delegation** | Getting people to do what they are capable of requires maximum delegation. The problem is field leaders are used to doing it themselves. This in many instances creates enabling behaviors or allows employees to take the easy way out by depending on their field leader to do more than is necessary. Field leaders need to have the tools to delegate effectively and aggressively while not compromising project's schedule or quality. In this program we focus on how a field leader can let go of more and get more done.

**Standing Up For Integrity** | Field leaders need to lead by example & have a baseline of integrity that they always hold, even when the job gets tough. There are many different levels of integrity on the jobsite and this lesson focuses on how field leaders can not only work to hold themselves to a higher standard, but also their team as a whole.

**Sharing Your History & Experiences** | This program focuses on knowledge transfer. Most all field leaders have very important information to transfer to those that work with them and for them. The best way to do that is to share their personal stories, their personal histories and even the struggles that they have encountered on the way up. This program encourages field leaders to open up and provide that information in a free and encouraging way, to assist those following behind them in becoming as successful or even more successful than them.

## MANAGEMENT

**Promoting Positive Change** | Many times, out in the field, there is a thought process that focuses on the old school methods. The legacy thinking. The idea that we always did it that way. This session gives leaders the tools to create and promote positive change at both an individual and team level.

**Client Relationships & your Key Role** | This program focuses on the necessity of extraordinary client relationships in today's world. Most of construction and utility work relates to relationship driven outcomes. Clients today want more than a low price they want someone who they feel is committed to their interests, their outcomes and their success. Oftentimes the field leader is the sole representative of the company in achieving that success. So this helps them understand that client relations, company marketing and selling the job are all part of their role even though up until today they didn't think that someone with a hard hat would be doing that job.

**System Failures** | This coaching session is about systemic fixes. In this way, we focus on not the people but the system, making sure that the infrastructure that serves them makes them successful and capable of handling more responsibility.