

# Body language for Leadership in Relationships and Business

## Leadership Body Language

**Great leaders show respect for others in the home, in relationships and in business dealings.**

Everyone can recognize a leader by his or her body language. It shows in how they physically approach, stand and position themselves with others. You too can learn to use body language to show your good leadership abilities.

Here are the things you watch for that are **negative signs in a poor leader. You should avoid doing these body language cues:**

- Using signs of dominance and intimidation such as invading others' space (office, lunch table, etc.) without their invitation.
- Standing close and over others seated.
- Interrupting others' stories with own version of what is 'right'.
- Showing signs of disagreement or boredom.
- When seated with others, leaning back and putting arms behind head.
- Arms folded across chest.
- Drawing 'doodles' on note pad while others are talking or presenting briefing.
- Sitting with chair at a big angle away from (e.g. not facing) the speaker in conference or meeting room.
- Slouching in chair with one leg over arm of chair.
- Staring glassy-eyed at speaker and not blinking.
- Yawning when others are talking.
- Picking at finger nails or at imaginary lint on clothes.
- Tapping fingers on table or chair.
- Fiddling with pencil, pen, or personal objects.
- Bouncing leg rapidly and repeatedly with ball of foot on floor.

**Here are positive indicators of people who are paying attention and working well with others. They are leaders. These are things you should do:**

- Listen and don't interrupt others speaking.
- Respect the space of others and don't enter office or work space without permission or acknowledgment of presence.
- Ask opinions of others and offer help to others when needed.
- Cheerfully greet others.
- Maintain a positive attitude and 'can do' approach for all new tasks.
- Really look for, admire and congratulate others on their jobs well done.
- Do use and respect the 'chain-of-command' for all communications.
- Don't gossip or complain about others.
- Lean forward in your chair toward speaker.
- Make eye-to-eye contact with normal blinking.
- Make slight head nodding on key points made by speaker.
- Make little or no extraneous arm and leg movements while talking to others.

***Remember: "Respect is earned."***

***Use your body language to get the respect you deserve.***