

Original Article

Leadership Roles: Indispensable in leading to overall Functioning of the Organizations

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Article Received: 25-09-2021, Revised: 15-10- 2021, Accepted: 26-10- 2021

ABSTRACT

The main objective of this research paper is to understand that leadership roles are indispensable in leading to overall functioning of the organizations. The individuals in leadership positions need to be well-versed in terms of different types of methods and approaches. Furthermore, they need to augment their knowledge, competencies and abilities in a manner that would facilitate in generation of desired outcomes and achievement of organizational goals. Throughout the implementation of their job duties, the leaders need to conduct research in terms of various aspects. After research is conducted and they identify the inconsistencies, they need to put into operation the measures and approaches to bring about improvements. The job duties and responsibilities can be carried out well, when mutual understanding is developed with other members. Hence, all the members need to work in collaboration and integration with each other. In all types of organizations, there is a close relationship between leadership and management. The leaders are vested with the authority and responsibility of implementing managerial functions in a well-organized manner. Therefore, it is understood on comprehensive basis that leadership roles are indispensable in achieving organizational goals and carrying out the overall functioning of the organizations in a satisfactory manner. The main concepts that are taken into account in this research paper are, measures to be implemented by leaders to achieve organizational goals, job duties and responsibilities of leaders within organizations and understanding the relationship between leadership and management.

Keywords: Abilities, Implementation, Job Duties, Leadership Roles, Management, Organizations, Organizational Goals, Responsibilities

INTRODUCTION

In all types of organizations, i.e. educational institutions of all levels, financial institutions, production, manufacturing and services organizations, non-government organizations, agencies and so forth, there are individuals in leadership positions. These individuals are vested with the job duties and responsibilities of promoting well-being of the members and carrying out the functioning of the organizations in an efficacious manner (Pratt,

2017).The job duties and responsibilities need to be implemented in a well-organized manner to carry out the overall functioning of the system of higher education. Capable leaders understand the need to create participatory and collaborative processes that contribute in development of abilities among next generation of leaders. Strong and capable leaders nurture leadership roles at all levels of the universities. It is the job duty of the leaders to ensure that all members of the universities work in collaboration and

integration with each other and develop mutual understanding. When the leaders are efficient, diligent, resourceful and conscientious, the subordinates will incur the feeling of job satisfaction and develop motivation towards the implementation of their job duties in a satisfactory and well-ordered manner.

The true job duty of leaders involves the ability to make changes in various aspects of the organizations. There has been research conducted on what makes an effective leader. An outstanding leader turns into a fine balance between traits, abilities, behaviours, sources of power, and aspects of the universities. Furthermore, the leaders need to inculcate the traits of morality, ethics, diligence and conscientiousness (Ward, 2020). These are the determining factors of the ability to influence the followers and to accomplish the objectives of the group. Different members of the group can have an influence on the job duties and the methods by which group relates to one another. The leaders need to work in co-ordination with other members to carry out various functions of leadership. Leadership initiates by development of the vision, a desire or picture of how the universities look into the future. In most cases, it represents an idea or picture of what might happen in future. Effective leadership portrays an idea or attitude which needs to be honest and truthful. In other words, when the leaders are implementing their job duties, they need to be honest, decent and righteous in their conduct. Within all types of organizations, there are number of job duties and responsibilities that need to be focused on by the leaders. Hence, there are various measures and approaches that need to be put into operation by leaders. The leaders need to implement the decision making processes in an efficacious manner. There are number of factors in terms of which leaders are to make decisions. When they are making decisions, they need to ensure, they prove to be favourable to the members and the overall structure of

the organizations. The leaders implement the decision making processes at their own discretion as well as obtain ideas and suggestions from other members. There are occurrence of various types of problems and challenges within the course of implementation of tasks and in achievement of organizational goals. Hence, it is of utmost significance to hone problem-solving skills. The up-gradation of these skills would contribute significantly in providing solutions to various types of problems. Furthermore, these need to be prevented from giving rise to impediments. Therefore, it can be stated, the enhancement of these skills have proven to be beneficial to the members and overall structure of the organization on a comprehensive basis.

Measures to be implemented by Leaders to achieve Organizational Goals

The individuals in leadership positions are, directors, heads, chairpersons, managers, supervisors, educators and trainers. These individuals are vested with the authority and responsibility of promoting well-being of members and overall structure of the organizations. Throughout their job duties, they need to prepare themselves to do well in their jobs and generate the desired outcomes. Furthermore, they are required to augment their knowledge and understanding in terms of pioneering methods. The task of conducting research needs to take place on regular basis by leaders. In this case, they are augmenting their knowledge and understanding in terms of various aspects that would contribute significantly in leading to enrichment (What is Leadership? 2022). The individuals in leadership positions need to put emphasis on the traits of efficiency and development of mutual understanding. The formation of cordial and amiable terms and relationships with other members is the key to generate desired outcomes. Furthermore, it is necessary to augment knowledge and understanding in terms of measures to be implemented by leaders to

achieve organizational goals. These are stated as follows:

Being aware regarding Job Duties and Responsibilities

Individuals in leadership positions are vested with the job duties and responsibilities of promoting well-being of the members and carrying out the functioning of the organizations satisfactorily. The job duties and responsibilities need to be implemented in a well-organized manner to carry out the overall functioning of all types of organizations. Proficient leaders understand the need to create participating and co-operative processes that contribute in development of abilities among next generation of leaders. Proficient leaders nurture leadership roles at all levels of the organizations. It is the job duty of the leaders to ensure that all the members of the organizations work in collaboration and integration with each other. Furthermore, they develop cordial and amiable terms and relationships with each other. When the leaders are efficient, diligent, resourceful and conscientious, the subordinates will incur the feeling of job satisfaction and develop motivation towards the implementation of their job duties in a disciplined manner. Therefore, being aware regarding job duties and responsibilities is regarded as one of the indispensable measures to be implemented by leaders to achieve organizational goals.

Depicting the Traits of Efficiency and Honesty

Proficient and competent leaders nurture leadership roles at all levels of the organizations. In other words, at all levels, the leaders need to depict the traits of efficiency and honesty to do well in their job duties and generate the desired outcomes. These are the traits that need to be up-graded throughout the implementation of their job duties. The traits of efficiency and honesty need to be reinforced by all members and not only the individuals in leadership positions. It is the job duty of the leaders to ensure that

all the members work in collaboration and integration with each other and develop mutual understanding. There should be reinforcement of positivity. When the leaders are efficient and honest, the subordinates will incur the feeling of job satisfaction and develop motivation towards the implementation of their job duties in an adequate and disciplined manner. The true job duty of leaders involves the ability to make changes in various aspects of the universities. Therefore, depicting the traits of efficiency and honesty is one of the significant measures to be implemented by leaders to achieve organizational goals.

Implementing Processes of Recruitment and Selection

Human resources are the assets of the organizations. They utilize their educational qualifications, skills and abilities to achieve organizational goals and lead to up-gradation of the overall structure of the organizations. The individuals in leadership positions are vested with the authority and responsibility of implementing processes of recruitment and selection. When there are job vacancies within organizations, the leaders put into practice the methods and strategies, which would facilitate in recruiting and selecting capable employees. Within the course of putting into operation these processes, there are various aspects that need to be taken into account by leaders, i.e. educational qualifications, competencies, abilities, personality traits, and work experience. These factors determine the recruitment and selection of employees. One of the important aspects that needs to be taken into account is, the candidates recruited and selected should be able to put into operation their job duties and responsibilities in an appropriate manner. Furthermore, the conduct of the human resources should be favourable to the overall structure of the organizations. The various recruitment and selection methods are, interviews, group discussions, written tests etc.

Therefore, implementing processes of recruitment and selection is an eminent measure to be implemented by leaders to achieve organizational goals.

Making Wise and Productive Decisions

Within all types of organizations, there are number of job duties and responsibilities that need to be focused on by leaders. Making wise and productive decisions is one of major job duties of leaders. Within the course of implementation of this job, analysis is conducted in terms of the alternatives. Furthermore, selection is made of the most suitable alternative. Hence, there are various measures and approaches that need to be put into operation by leaders. The leaders need to put into practice the decision making processes in an efficacious manner. There are number of factors in terms of which, leaders are to make decisions. These are, job duties, responsibilities, methods, procedures, strategies, approaches, resources and so forth. When they are making decisions, they need to ensure, they prove to be favourable to the members and the overall structure of the organizations. The leaders implement the decision making processes at their own discretion as well as obtain ideas and suggestions from other members. Therefore, making wise and productive decisions is a renowned measure to be implemented by leaders to achieve organizational goals.

Honing Problem-solving Skills

There are occurrence of various types of problems and challenges within the course of implementation of tasks and in achievement of organizational goals. Hence, it is of utmost significance to hone problem-solving skills. The various aspects in terms of which problems are experienced are, job duties, responsibilities, methods, procedures, strategies, approaches, resources and the overall working environmental conditions. The problem-solving skills need to be reinforced by all the members and not only the individuals in leadership positions. It is the job duty of the leaders to ensure that all the members are

able to put into operation their job duties effortlessly. Furthermore, they are not overwhelmed by any types of problems and difficulties. The up-gradation of these skills would contribute significantly in providing solutions to various types of problems. Furthermore, these need to be prevented from giving rise to impediments. Hence, it can be stated, the enhancement of these skills have proven to be beneficial to the members and overall structure of the organization on a comprehensive basis. Therefore, honing problem-solving skills is an essential measure to be implemented by leaders to achieve organizational goals.

Implementing Grievance Redresser Procedures

Within all types of organizations, the leaders are required to implement grievance redresser procedures. The main objective of these procedures is to make provision of opportunities to the individuals to redress their grievances. After the grievances are redressed, the leaders acquire an efficient understanding of the grievances and make provision of support and assistance. The problems and challenges are an integral part of the professional lives of the individuals. The various aspects in terms of which these are experienced are, job duties, responsibilities, methods, procedures, strategies, approaches, materials, machines, technologies, work pressure, training and development programs and the overall working environmental conditions. When the individuals in leadership positions provide solutions to the problems of human resources, their mind-sets will get stimulated towards the implementation of job duties. Hence, it is well-understood, the implementation of grievance redresser procedures have proven to be beneficial to the members and overall structure of the organizations. As a consequence, all types of tasks and activities will be put into operation in accordance to expectations of leaders. Therefore, implementing grievance redresser

procedures is a prominent measure to be implemented by leaders to achieve organizational goals.

Bringing about Transformations in various Factors

Within the course of time, there is a need to bring about transformations in various factors of the organizations. The job duty of leaders involves the ability to bring about transformations in various aspects of the overall structure of the organizations. There are number of factors in terms of which, leaders are to bring about transformations. These are, job duties, responsibilities, methods, procedures, strategies, approaches, technical, material and information resources, training and development programs and the overall structure of the organizations. When they are putting into practice various types of job duties and responsibilities, they need to ensure, they prove to be favourable and advantageous to the members and the overall structure of the organizations. The leaders carry out this task at their own discretion as well as obtain ideas and suggestions from other members. When any major reformations are required to be brought about, there are organization of discussion meetings. In these meetings, the other members are provided with the opportunities to express their ideas and suggestions. Therefore, bringing about transformations in various factors is a noteworthy measure to be implemented by leaders to achieve organizational goals.

Leading to enhancement of Training and Development Programs

When the candidates get recruited and selected within organizations, they are required to attend training and development programs. In these programs, the trainees are imparted information in terms of various aspects of the organizations, i.e. departments, mission, goals and objectives, personnel, job duties, responsibilities, methods, procedures, infrastructure, amenities, facilities and the overall structure of the organizations. The leaders are required to pay attention towards

leading to enhancement of training and development programs. There should be recruitment of well-qualified and competent trainers. They are required to put into practice the training methods to augment knowledge, competencies and abilities among trainees. Furthermore, answers need to be provided to all their questions and doubts should be cleared (Prentice, 2004). Furthermore, trainees are required to augment their knowledge and understanding in terms of modern, scientific and innovative methods. The reason being, throughout their job duties, individuals need to prepare themselves to do well in their jobs and generate the desired outcomes. Therefore, leading to enhancement of training and development programs is a meaningful measure to be implemented by leaders to achieve organizational goals.

Managing Resources

The individuals in leadership positions are required to manage resources. The various types of resources that need to be paid attention towards are financial, human, technical, material and information resources. These are fundamental to do well in one's job duties, achieve desired goals and lead to up-gradation of the overall structure of the organizations. Throughout their job duties, they need to prepare themselves to do well in their tasks and activities and generate the desired outcomes. Furthermore, they are required to augment their knowledge and understanding in terms of modern, scientific and pioneering methods. The task of conducting research needs to take place on regular basis by leaders. In this case, they are augmenting their knowledge and understanding in terms of various aspects that would contribute significantly in utilizing resources in an effective manner. The leaders as well as the other members of the organizations need to be informative in terms of methods and approaches to utilize resources in a well-organized manner. Furthermore, it needs to be ensured, wastage is prevented. Therefore, managing resources is a

worthwhile measure to be implemented by leaders to achieve organizational goals.

Providing Infrastructure, Amenities and Facilities

Individuals in leadership positions are required to make provision of infrastructure, amenities and facilities. These are, power supplies, water supplies, electricity, restrooms, furniture, heating and cooling equipment in accordance to the weather conditions, machines, tools, devices and various types of technologies. These are regarded as indispensable in not only the implementation of job duties but in leading to overall functioning of the organizations in an appropriate manner. The management of financial resources is regarded to be of utmost significance to make provision of infrastructure, amenities and facilities. Furthermore, the individuals are able to concentrate on their job duties in a well-organized manner. The leaders as well as the other members of the organizations need to be informative in terms of ways to manage these in an adequate manner. The contacts need to be established with service providers such as, electric workers, repair workers, painters, welders, carpenters, plumbers and so forth. The reason being, they need to be contacted, when there is a need to get work done in infrastructure, amenities and facilities. Therefore, providing infrastructure, amenities and facilities is a useful measure to be implemented by leaders to achieve organizational goals.

Job Duties and Responsibilities of Leaders within Organizations

The individuals in leadership positions need to be informative in terms of their job duties and responsibilities. Furthermore, they need to be informative in terms of methods and procedures to do well in their jobs and generate the desired outcomes. When they are putting them into operation, they need to ensure, they do well in them. As a consequence, they will lead to progression of individuals as well as

the overall structure of the organizations. The leaders need to be informative in terms of the ways to enrich their professionalism throughout their jobs. Job duties and responsibilities of leaders within organizations are, augmenting knowledge, skills and abilities; conducting research regarding various areas; utilizing pioneering methods; promoting well-being and goodwill of the workforce and creating an amiable and pleasant environment within the workplace. These are stated as follows:

Augmenting Knowledge, Skills and Abilities

Individuals in leadership positions are vested with number of job duties and responsibilities. In order to put them into practice in a well-organized manner and to generate the desired outcomes, they are required to augment knowledge, skills and abilities. The primary job duties and responsibilities are to promote well-being of the members and carry out the functioning of the overall structure of the organizations in a satisfactory manner. The job duties and responsibilities need to be implemented in a well-organized manner, when leaders augment knowledge, skills and abilities. This is the task, which needs to be put into operation throughout the job duties of leaders. Competent leaders understand the need to create participating and co-operative processes that contribute in development of abilities among other individuals in leadership positions. Therefore, augmenting knowledge, skills and abilities is regarded as one of the indispensable job duties and responsibilities of leaders within organizations.

Conducting Research regarding various Areas

The leaders are required to conduct research regarding various areas. This is facilitating to bring about transformations in various aspects of the organizations. This task is carried out through making use of various sources, i.e. books, articles, reports, projects and internet. Furthermore, putting into operation effective communication processes will also facilitate the

implementation of this task in an effective manner. The task of conducting research needs to take place on regular basis by leaders. In this case, they are augmenting their knowledge and understanding in terms of various aspects that would contribute significantly in leading to progression. The individuals in leadership positions need to put emphasis on the traits of efficiency and conscientiousness. One of the important aspects that needs to be taken into account is, positivity needs to be reinforced in the implementation of tasks and functions. Therefore, conducting research regarding various areas is one of the significant job duties and responsibilities of leaders within organizations.

Utilizing Pioneering Methods

The utilization of pioneering methods is the key in doing well in one's job duties, achieving desired goals, providing solutions to different types of problems and carrying out the overall functioning of the organizations in an efficient manner. When the leaders are conveying any viewpoints and perspectives, the workforce is required to listen and understand them. Furthermore, these need to be put into operation in an efficacious manner. It is the job duty of the leaders to ensure that all the members are well-versed in terms of pioneering methods. The various types of these methods are, utilization of charts, graphs, maps, models, structures, designs, images, pictures, tools, machines, equipment and various types of technologies. The utilization of these methods would facilitate the implementation of job duties in a less time consuming and efficient manner. Therefore, it is understood on a comprehensive basis that utilizing pioneering methods is a vital job duty and responsibility of leaders within organizations.

Promoting Well-being and Goodwill of the Workforce

The leaders are required to make provision of information and suggestions to the other members

regarding number of factors, i.e. methods needed in doing well in one's job duties, achieving desired goals, providing solutions to all types of problems and carrying out the overall functioning of the organizations in an efficient manner. When the leaders are conveying any viewpoints and perspectives, the workforce is required to listen and understand them. When they are overwhelmed by any types of problems and challenges, they are encouraged to put forward their questions and clear their doubts. In other words, the leaders need to acquire an efficient understanding of the problems experienced by workforce and provide useful solutions to them. On the other hand, the workforce needs to ensure that the methodologies, strategies and procedures are put into operation in an efficacious manner. It is the job duty of the leaders to ensure that all the members work in collaboration and integration with each other and develop mutual understanding. Furthermore, the development of motivation towards the implementation of tasks and functions is regarded to be of utmost significance. Therefore, promoting well-being and goodwill of the workforce is a crucial job duty and responsibility of leaders within organizations.

Creating an Amiable and Pleasant Environment within the Workplace

The leaders are required to pay attention towards creating an amiable and pleasant environment within the workplace. They are required to enhance their knowledge and understanding in terms of various methods and approaches that would contribute significantly in reinforcing an amiable and pleasant working environment. The favourable and encouraging working environmental conditions are regarded as indispensable in the implementation of job duties, increasing employee morale and in leading to overall functioning of the organizations in a satisfactory manner. The management of financial, human, technical, and material resources is regarded to be of

utmost significance. The leaders are required to work in co-ordination with other members in doing well in one's job duties, achieving organizational goals, providing solutions to all types of problems, making provision of infrastructure, amenities and facilities and carrying out the overall functioning of the organizations in an efficient manner. Furthermore, the individuals are able to concentrate on their job duties in a disciplined and well-organized manner. The leaders as well as the other members of the organizations need to be informative in terms of ways to manage all the factors in an adequate manner. Therefore, creating an amiable and pleasant environment within the workplace is an essential job duty and responsibility of leaders within organizations.

Understanding the Relationship between Leadership and Management

Individuals in leadership positions are vested with the job duties and responsibilities of promoting well-being of the members and carrying out the functioning of the organizations in a satisfactory manner. They need to ensure that they put in efforts to their best abilities to carry out the managerial functions in a well-organized manner. The various types of managerial functions are, planning, organizing, directing, staffing, leading, co-ordinating and controlling. These functions are regarded as the key to achieve all types of organizational goals. Individuals in leadership positions are required to make all the decisions. Within the course of time, leaders are required to bring about transformations in various aspects. When they are carrying out this task, they need to ensure, they prove to be favourable to the members as well as the overall structure of the organizations. The leaders are required to pay attention towards leading to up-gradation of training and development programs. There should be recruitment of well-qualified and competent trainers. They are required to put into practice the training methods to augment knowledge, skills and abilities

among trainees. Therefore, the relationship between leadership and management is understood, when leaders focus on leading to up-gradation of the organizations.

The leaders are required to make provision of ideas and suggestions to the other members regarding number of aspects, i.e. doing well in one's job duties, achieving desired goals, providing solutions to all types of problems and carrying out the overall functioning of the organizations in an efficient manner. When the leaders are conveying any viewpoints and perspectives, the workforce is required to listen and understand them. Furthermore, these need to be put into operation in an efficacious manner. It is the job duty of the leaders to ensure that all the members work in collaboration and integration with each other and develop mutual understanding. Though there are some job duties, which are put into practice on an individual basis, but the members need to work in co-ordination as well. Furthermore, there should be reinforcement of positivity. When the leaders are efficient and honest, the subordinates will incur the feeling of job satisfaction and develop motivation towards the implementation of their job duties. Therefore, the relationship between leadership and management is understood, when leaders render an important contribution in developing mutual understanding among employees.

When the individuals are employed in hazardous occupations, i.e. plantations, lock industries, silk weaving, diamond polishing, gem cutting, cottage industries, beedi rolling, and so forth, the job duties are hazardous. Hence, it is the job duty of the leaders to create an environment, where the workforce should feel comfortable. Furthermore, there should be provision of power supplies, water supplies, electricity, restrooms, furniture, heating and cooling equipment in accordance to the weather conditions, machines, tools, devices, apparatus and various types of technologies.

These are regarded as indispensable in the implementation of job duties (Schooley, 2021). The workforce is imparted training in terms of the methods and ways of utilizing machines and tools. Furthermore, they are imparted information in terms of safety measures. These measures need to be put into operation in leading to an increase in productivity and profitability. Therefore, the relationship between leadership and management is understood, when leaders provide assistance to the workforce in facilitating production and manufacturing processes in an effective manner.

The leaders contribute significantly in creating a conducive working environment. The favourable and encouraging working environmental conditions are regarded as indispensable in not only implementation of job duties but in promoting overall functioning of the organizations in an appropriate manner. The management of financial, human, technical, and material resources is regarded to be of utmost significance. The leaders are required to work in collaboration and integration with other members in doing well in their job duties, achieving desired goals, providing solutions to all types of problems, making provision of infrastructure, amenities and facilities and carrying out the overall functioning of the organizations in an efficient manner. Furthermore, the individuals are able to concentrate on their job duties in a well-organized manner. The leaders as well as the other members of the organizations need to be informative in terms of ways to manage these satisfactorily. Therefore, the relationship between leadership and management is understood, when leaders render an important contribution in creating a favourable and encouraging working environment.

Conclusion

Individuals in leadership positions are vested with the job duties and responsibilities of promoting well-being of the members and carrying out the functioning of the

organizations in a satisfactory manner. Measures to be implemented by leaders to achieve organizational goals are, being aware regarding job duties and responsibilities, depicting the traits of efficiency and honesty, implementing processes of recruitment and selection, making wise and productive decisions, honing problem-solving skills, implementing grievance redresser procedures, bringing about transformations in various factors, leading to enhancement of training and development programs, managing resources and providing infrastructure, amenities and facilities. Job duties and responsibilities of leaders within organizations are, augmenting knowledge, skills and abilities; conducting research regarding various areas; utilizing pioneering methods; promoting well-being and goodwill of the workforce and creating an amiable and pleasant environment within the workplace. Furthermore, it is necessary to understand the relationship between leadership and management. Finally, it can be stated, the roles of leaders is indispensable in promoting well-being of members and the overall structure of the organizations.

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