



## Welcome to Leadership

We are excited to have you on the L'BRI Leader team! You have just begun your journey. So much awaits you. We believe in you and know that, if you can dream it, believe it, you can achieve it with L'BRI PURE n' NATURAL. We want your dreams to take flight!

Your Leadership journey will be filled with fun, rewards, learning, and growth. There may also be some challenges, but you are not alone. You have the support of your upline Leaders, the entire team at the L'BRI home office and those on your team.

This Guide is meant to be a compass on your journey – pointing the way to your many new destinations. It's great to know that along the way there are just six primary leadership skills to be successful with L'BRI, and they can all be learned. No one was born a leader! We all developed our skills.

The Guide includes...

- 🌱 Your Dreams, Goals and Action Plans
- 🌱 Plan and Organize Your Time
- 🌱 Overview of Leader Basics
- 🌱 *Leader Basic # 1 ~ Maintain a Strong Personal Business*
- 🌱 *Leader Basic # 2 ~ Build a Strong Personal Group*
- 🌱 *Leader Basic # 3 ~ Start New Consultants Successfully*
- 🌱 *Leader Basic # 4 ~ Develop Communication & Coaching Skills*
- 🌱 *Leader Basic # 5 ~ Provide Effective Team Training*
- 🌱 *Leader Basic # 6 ~ Promoting Out Leaders*

*“Leaders become great not because of their power but because of their ability to empower others.”*

– John Maxwell, American author



## Congratulations!

You've reached the first step in L'BRI PURE n' NATURAL Leadership. You have reached a significant milestone, yet there are even more exciting goals ahead for you to achieve.

What is your vision for your team? How big and successful do you want it to become? How many Consultants do you want to inspire and influence to also reach the same success that you are enjoying? Now is a great time to consider your next goals for your business. Each achievement begins with a dream that is turned into specific goals. Then a plan is developed and followed to reach success.

## The Sky's the Limit!

You can soar as high as you want in the L'BRI PURE n' NATURAL Profit Plan. Each move up can advance your opportunities to increase your income. Set your goals and step by step you'll begin to maximize your profits by consistently building your business.

My Dream is:

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My Next Goal is:

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My Action Plan is:

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*“Establishing a clear purpose or goal in life is the starting point of all success. Committing your goals to paper increases the likelihood of your achieving them by 1000%.”*

— Brian Tracy, American Success Writer

The *Leadership Guide* will help you understand the basic steps to take to continue on the successful road of Leadership. It is recommended that you complete the Time for Action steps throughout this Guide to support your journey as a Leader. Each time you see this green Time for Action symbol, take the time to complete the activities.



## Time for Action

Carefully review the [L'BRI Income Opportunity](#) and Marketing Plan under the Opportunity tab on the L'BRI website.

## Where are you now?

As you consider new goals, it's valuable to review where you are right now. The reports in your Business Center can be useful tools to help you take an objective look at your team activity.

## What does your personal activity look like?

- Do you have 10 or more future Shows coming up on your calendar so you are certain to hold 6-8 Shows each month?
- How many new Consultants will you be sponsoring this month?

## What activity is being done by the Consultants on your team?

- How many are reaching Bonus?
- How many are Qualified?
- How many new Consultants are in Quick Start?
- How many Consultants are reaching for Leadership?

Once you've assessed your current status, you will have a clearer picture of what activities you will want to focus on and what steps you want to take to build your team.



## Time for Action

- Fill in the activity below to help determine your current status.

### Personal Activity:

Shows on your calendar: \_\_\_\_\_

Number of new Consultants starting in the next few weeks: \_\_\_\_\_

### Team Activity:

Consultants reaching Bonus: *\$1000 monthly personal retail sales*

_____	_____
_____	_____

Consultants Qualified: *\$200 monthly personal retail sales*

_____	_____
_____	_____

New Consultants in their Quick Start:

_____	_____
_____	_____

Future Leaders: *Consultants who have set a goal to move up in Leadership in the next 3-6 months*

_____	_____
_____	_____

## Plan and Organize Your Time

Now that you have a new role as a Leader, you may be wondering how to balance your family time with your business time. By planning and prioritizing your time, you maximize your effectiveness in everything you do. That means more time for you too!

### Balance is the Goal

When we think about balance, we often think that it means spending equal portions of time on the important things in our life. That's often not practical or even desired.

Your family is always your #1 priority. Your family is often the reason you were attracted to L'BRI. Yet there are times when L'BRI activities need to be a priority because accomplishing these activities will lead you to your long term goals and dreams for you and your family.

### Time Management is Key

When you think about it, we don't really manage time. Everyone has exactly the same amount of time each day – 24 hours. We manage how we choose to use our time.

### Time Blocks and To Do List

One of the most efficient time management tools is a datebook that includes a monthly calendar and daily pages with times of day listed on each sheet. There are also effective electronic calendars systems available.

- Each evening before going to bed, determine the 5-6 most important things you need to accomplish the following day.
- On your daily page block off the specific time you will devote to each of your important activities or tasks.
- Number the tasks in order of importance and do them in that order – # 1 first, # 2 second, and so on.



### Time for Action

- Practice the three points under Time Blocks and To Do List for 3 weeks and evaluate your progress.
- Set up a Portable Office of your own and begin using it. Review the directions sheet in the Forms Section to guide you through setting up this time saving business tool.

## Eliminate Clutter

We live in an age of information overload! How do you manage it all? Studies have shown that clutter dramatically reduces productivity. If you want to get more done, reduce the clutter. Tackle uncluttering your workspace and your inbox:



- A cluttered work space creates clutter and confusion in your mind and in your actions. Put projects away and clear your desk at the end of the day.
- Don't use your inbox as a "to do list." It's tempting leave an email in your inbox to remind you to do something. If it's profitable to do, add it to your calendar and plan time to do it.
- Set up efficient storage for essential business needs.
- Handle information once.
- Use the acronym **FAST** to help you stay organized:

**F – FILE IT**  
**A – TAKE ACTION**  
**S – SCHEDULE IT**  
**T – TOSS IT**

<b>FILE IT</b>	If you know you'll want to refer to the information again, file it in the appropriate place immediately. Depending on the information, file paper in a designated place. File by categories that make sense to you.  Most email browsers provide the ability to create folders to file important messages in the appropriate place to make them easier to find when you need them.
<b>ACT ON IT</b>	Take action: place the order, pay the bill, respond to the message, refer it to someone else, etc.
<b>SCHEDULE IT</b>	If the information requires setting some specific time to give it your attention, block the time in your datebook.
<b>TOSS IT</b>	If you don't need it or you can retrieve the information from another source when you do need it, throw it away.

If your workspace is a mess, these tips can help you get organized and reduce clutter. They can be applied to your home as well. The reality is that you can't afford NOT to declutter. An organized space makes you feel better, feel happier, you are more productive and it invites you to have a profitable day.

*“Do one more thing at the end of each day and at the end of the year you’ll have done 365 more things.”*

— Richard Pratt, Australian Packaging Millionaire

## Profit from Prioritizing

How will you prioritize your business activities? Which ones bring the best growth results? Which activities are the most income generating? As a Leader, you earn extra commissions and bonuses on your personal sales and on the sales of the Consultants on your team, so continuing to have a full calendar of Shows, provide excellent customer service, sponsor new Consultants and helping them to have a successful start are certainly profitable choices!

## Priority Activities

Here are the top priority activities that will build your L'BRI business consistently:

- Book and hold Shows – with a sponsoring focus.
- Provide excellent customer care. Make consistent follow up calls.
- Train and follow through with Consultants and Future Leaders on your team. To give them a jump-start to reach a new goal, meet with them, use the Post-Show Follow-Up Questionnaires to help them develop their basic skills of booking, hostess coaching, selling sets and sponsoring at Shows. (Find it in the Learning Center under Leader Academy.)
- Set up Weekly Building Calls with Consultants who want to grow and move up in leadership. This establishes consistent accountability and helps them continue making progress.
- Invest in helping new Consultants start successfully.
- Plan, hold and attend training events.



## It Takes Time – Effort – Money

Each of your goals can be achieved by spending TIME, EFFORT and/or MONEY. Here are a few examples: If you want to have a clean house, you can spend TIME and EFFORT to do the job yourself. Or you can spend MONEY to have someone else clean it. You can send invitations for your Shows or hire a teenager to do it. The cost of these services could simply be the profit from one additional Show a month and can give you so much more time to do the activities that build your business.



### Time for Action

- For two weeks use the FAST method to stay organized then write down how you feel about your progress.
- Block time each week for the high priority activities in your datebook or calendar.

*“Being busy doesn’t necessarily mean you are being productive.”*

— Anonymous



## What are the Important Activities of a Successful Leader?

Your role as a Leader is to inspire, empower and influence the success of your team. Being successful in your role will create increased sales, bookings, sponsoring and Leader development. The Leader Basics chart below lists the activities that most contribute to your growth. Think of the 6 Leader Basics as building blocks in your business success. Commit to increasing your effectiveness in each of these Basics, and they can support your growth as a Leader.

Remember to complete the Time for Action steps that are suggested. These steps will help you sharpen your leadership skills and build even more confidence and success.

Take advantage of all the training that is available from your upline and L'BRI – conference calls, webinars, Leadership, National Convention, and more. One of the exciting aspects of direct selling is the fact that you can always keep learning and developing your skills and confidence – professionally and personally!

### Leader Basics Overview

<b>Leader Basic 1</b>	<b>Maintain a Strong Personal Business</b> <i>Book enough Shows to meet enough people to sponsor 2 or more Consultants a month. This ensures growth.</i>
<b>Leader Basic 2</b>	<b>Build a Strong Personal Team</b> <i>Increase the number of Consultants in your team who hold Shows and sponsor. This will build your team and increase your income.</i>
<b>Leader Basic 3</b>	<b>Start New Consultants Successfully</b> <i>Make a key investment in the success of new Consultants. Help them build their business and they will be inspired to sponsor and move up.</i>
<b>Leader Basic 4</b>	<b>Develop Communication &amp; Coaching Skills</b> <i>Your ability to influence others as a Leader increases in relation to your ability to communicate and coach effectively.</i>
<b>Leader Basic 5</b>	<b>Hold Effective Team Training</b> <i>Make the most of this key time to inspire, empower, influence and train the Consultants on your team.</i>
<b>Leader Basic 6</b>	<b>Develop Future Leaders</b> <i>The most direct road to a six figure income is to invest in the development of Future Leaders.</i>

*“The secret to success is to do the common things uncommonly well.”*

-John D. Rockefeller, American Oil Millionaire and Philanthropist