

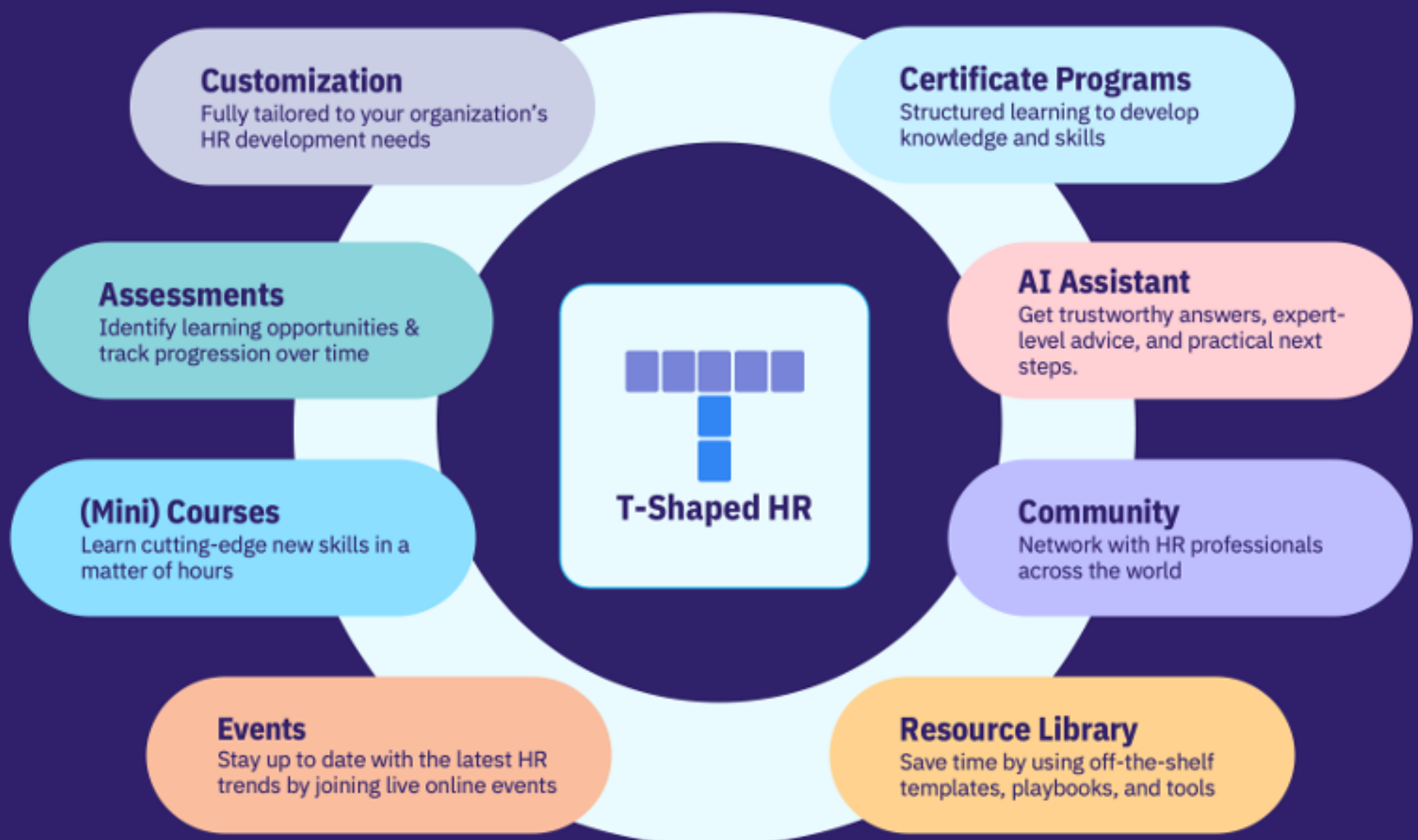
# How To Build HR Leadership Skills

+ Helpful Resources

Skill	Why it matters	How to get started today	Resources to upskill	
01 Setting strategic direction	Aligns HR and team efforts with business goals, enabling faster, more effective execution.	<ul style="list-style-type: none"><li>✓ Review your team's current goals and identify how they connect to business strategy</li><li>✓ Rewrite one of your team's tasks or goals as an OKR</li></ul>	 <b>Book</b> 'Measure What Matters' by John Doerr	<b>Tool</b> AIHR's HR Strategic Plan Templates
02 Inspiring and motivating others	Boosts team commitment, engagement, and performance through purpose-driven leadership.	<ul style="list-style-type: none"><li>✓ Ask each team member what motivates them most at work</li><li>✓ Add a "why this matters" explanation in your next team email or update</li></ul>	 <b>Book</b> 'Drive' by Daniel H. Pink	<b>Podcast</b> HBR IdeaCast Episode 351 - 'The Secret to Effective Motivation'
03 Self-awareness and emotional intelligence	Strengthens leadership presence and decision-making in emotionally complex situations.	<ul style="list-style-type: none"><li>✓ Reflect on a recent emotional response and what triggered it</li><li>✓ Ask one colleague for feedback on how you communicate under pressure</li></ul>	 <b>Book</b> 'Emotional Intelligence 2.0' by Travis Bradberry and John Greaves	<b>TED Talk</b> Brené Brown on The Power of Vulnerability
04 Building trust	Creates the foundation for influence, collaboration, and lasting team engagement.	<ul style="list-style-type: none"><li>✓ Review your current commitments and follow up on any pending ones</li><li>✓ In your next team meeting, share a challenge you're working through transparently</li></ul>	 <b>Book</b> 'The Speed of Trust' by Stephen M.R. Covey	<b>Article</b> The Neuroscience of Trust on HBR
05 Navigating stakeholder relationships	Drives influence and collaboration across functions and organizational levels.	<ul style="list-style-type: none"><li>✓ Map out your top 5 stakeholders and note what each values most</li><li>✓ Invite a key stakeholder to a short one-on-one to understand their current priorities</li></ul>	 <b>Book</b> 'Crucial Conversations' by Joseph Grenny and co-authors	<b>Tool</b> AIHR's Stakeholder Analysis Template
06 Business acumen	Enables HR leaders to align people strategies with business priorities and contribute to financial and strategic decisions.	<ul style="list-style-type: none"><li>✓ Review your organization's key business metrics and strategic priorities</li><li>✓ Join one upcoming meeting outside HR focused on operations or finance</li></ul>	 <b>Book</b> 'Financial Intelligence for HR Professionals' by Karen Berman and Joe Knight	<b>Article</b> Business Acumen for HR Professionals on AIHR
07 Strategic influence	Empowers HR leaders to shape decisions and policies by influencing stakeholders, even without formal authority.	<ul style="list-style-type: none"><li>✓ Identify one key meeting this week to pre-align with an influencer in advance</li><li>✓ Reframe a recommendation using impact and risk language</li></ul>	 <b>Book</b> 'Influence Without Authority' by Allan R. Cohen and David L. Bradford	<b>Article</b> 'How to Increase Your Influence at Work' on HBR
08 People advocacy & ethical leadership	Ensures that HR leaders safeguard fairness, inclusion, and wellbeing while balancing people and business needs.	<ul style="list-style-type: none"><li>✓ Review one policy for potential bias or inequity</li><li>✓ Speak up in a meeting where people impact is overlooked</li></ul>	 <b>Book</b> 'The Fearless Organization' by Amy C. Edmondson	<b>Course</b> AIHR's Diversity, Equity, Inclusion & Belonging Certificate Program
09 Change leadership	Positions HR leaders as active drivers of transformation who can guide people through uncertainty and change.	<ul style="list-style-type: none"><li>✓ Identify a change initiative and clarify the 'why' behind it for your team</li><li>✓ Start a feedback loop to monitor sentiment and engagement</li></ul>	 <b>Book</b> 'Switch' by Chip and Dan Heath	<b>Tool</b> AIHR's Change Impact Assessment Template
10 Digital fluency	Equips HR leaders to drive tech adoption and align people strategies with digital transformation efforts.	<ul style="list-style-type: none"><li>✓ Explore a new feature in one of your HR systems</li><li>✓ Schedule a short chat with your IT or data team to understand a platform better</li></ul>	 <b>Article</b> Digital HR - The Ultimate Guide on AIHR	<b>Webinar</b> 3 Steps to Create a Strategic Roadmap for HR Technology by Gartner
11 Problem-solving & judgement	Supports effective decision-making in complex, high-stakes situations with multiple competing priorities.	<ul style="list-style-type: none"><li>✓ Use root cause analysis on one current challenge before proposing a solution</li><li>✓ Ask "What are the trade-offs?" during your next big decision</li></ul>	 <b>Book</b> 'Thinking in Bets' by Annie Duke	<b>Framework</b> First Principles Thinking (Farnam Street)
12 Data-driven decision-making	Builds credibility and clarity by grounding HR initiatives in insights and evidence.	<ul style="list-style-type: none"><li>✓ Identify two key HR metrics that reflect your organization's priorities</li><li>✓ Translate one recent data point into a short insight for your team or manager</li></ul>	 <b>Course</b> AIHR's People Analytics Certificate Program	<b>Tool</b> 51 HR Metrics Cheat Sheet by AIHR

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