

20 Things Extraordinary Bosses Do Differently

Steve Roy | [Life Hack](#)

Let's face it, we've all worked for a boss at some point that was less than pleasant. In fact, many of us have worked for bosses that were downright awful.

The difference between having a lousy boss and having an extraordinary boss is paramount and can be the difference between loving and hating your job.

Not only that, research shows that great bosses have a positive effect on their employees in terms of increasing production through educating them on more efficient work methods.

Now ask yourself if your boss is extraordinary by the following traits they possess. Here are 20 things that extraordinary bosses do differently:

1. They give their employees public praise.

In the book, *How to Win Friends & Influence People*, Dale Carnegie said, "Be hearty in your approbation and lavish in your praise." This is never more true than for a boss recognizing his employees. People thrive on recognition, it's one of our defining human characteristics. The extraordinary boss will do this often.

2. They criticize in private.

There is nothing worse than making a mistake and then getting reamed out for it in front of your peers. This causes

embarrassment and in the long run, a great deal of resentment towards your boss. Extraordinary bosses will reprimand you in private and allow you to save face.

3. They make their employees #1.

The customer may always be right, but without good, quality employees, there will be no customers. Great bosses understand this and treat their employees as their most prized possession.

4. They allow their employees a good deal of autonomy.

Just ask any person who has worked for a micro-manager how important having a sense of independence is. Having autonomy is one of the leading causes for workplace happiness.

5. They have meaningful objectives.

They make their employees *want* to care about their jobs. An extraordinary boss will help his employees understand the “why” of their jobs. And once they understand that, it allows employees to feel like they are a part of something important.

6. They connect with their employees.

Extraordinary bosses will take the time needed to build relationships with their employees. Remembering their names and learning something about them sets this boss apart.

7. They aren't afraid to get in the trenches.

Bosses who lead not by example, but rather by dictating will not be respected. A great boss is not afraid to get their hands dirty and do the same work he asks his people to do.

8. They honestly care about their staff.

If a boss doesn't care about his employees, how can he expect to identify with them? He can't. An extraordinary boss truly cares about the well-being of his employees.

9. They are consistent in their actions.

It can be highly frustrating not knowing how your boss will react to certain situations. And while you may not always be pleased with the outcome, knowing it will be consistent makes it acceptable.

10. They lead and inspire their employees.

Anyone can stand in front of a room and talk, but the extraordinary boss inspires his people to be better. Inspired employees work much harder. Sadly, only 30% of U.S. employees are inspired at work.

11. They are reliable.

Being able to rely on your coworkers is important, but knowing you can rely on your boss is vital. There may be times in your

career where you simply *must* count on your boss for something. An extraordinary boss will be there for you when you need him.

12. They set clear expectations.

How often have you heard a story from someone who struggled with a project because there were no clear expectations? How can you work to your potential if you don't know what that is?

13. They recognize extra effort.

Going above and beyond what is required of you is an indication of a good employee. A great boss will take notice and let you know it's appreciated.

14. They know your name and use it often.

Franklin D. Roosevelt, in *How to Win Friends & Influence People*, noted that one of the most obvious and important ways of gaining good will was remembering people's names and making them feel important.

15. They are not afraid of failing.

An extraordinary boss understands that failure is inevitable and should be viewed as a learning experience. Be wary of the boss that lets you think he doesn't make mistakes.

16. They are excellent communicators.

How many of you have had a boss that expected you to read her mind? She wonders why your project wasn't done properly or why your job didn't get done the way she expected. It all boils

down to communicating those things to her employees. Just as in any relationship, communication is key.

17. They know how and when to delegate.

Delegating properly can mean the difference between a highly successful business and a failed one. An extraordinary boss will delegate responsibilities and not just tasks.

18. They have a good sense of humor.

Being in a management position is serious business, but being able to take the daily stresses with a grain of salt is invaluable. A survey byofficebroker.com polling 600 employees revealed that having a sense of humor was the most important characteristic of a great boss.

19. They possess common sense.

Having a book smart boss may be great, especially if you work in an analytic field, but there is no substitute for common sense. A great boss will possess both book smarts and street smarts. Having to think on your feet and make snap decisions will happen in a management role and without common sense, errors will frequently be made.

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