

Leadership Assessment Tool

Our leadership assessment tool identifies 25 key skills that define your leadership potential. This tool identifies your areas of strength and skills requiring improvement.

The leadership assessment tool provides feedback that is only as good as the quality of your answers. Provide honest and direct answer so you can quickly identify the skills you should celebrate, as well as those that you need to work on.

Key Categories:

Stability	Setting Boundaries
Productivity	Work Quality
Accountability	Team Building
Communication	Leadership

The Process Is Easy As: **1, 2, 3!**

STEP ONE - Complete the Leadership Assessment

If some questions don't quite fit with your circumstance, feel free to make minor changes to the questions. Stay within the "spirit" of the question. Do not skip questions or the scoring of the assessment won't reflect a clear outcome.

Place a checkmark in one column next to each question.

LEADERSHIP ASSESSMENT		HIGHLY AGREE	MOSTLY AGREE	NEUTRAL	MOSTLY DISAGREE	HIGHLY DISAGREE
1	I maintain good balance between my personal life and work/career.					
2	I'm honest with myself.					
3	I communicate clearly to others.					
4	I recognize when to delegate tasks.					
5	I am competent in all aspects of my job.					
6	I am organized and time efficient.					
7	I prioritize tasks effectively.					
8	I invest my time and resources to develop team members.					
9	I am consistently positive, energetic, and enthusiastic.					
10	I hold myself accountable without blaming others.					

LEADERSHIP ASSESSMENT		HIGHLY AGREE	MOSTLY AGREE	NEUTRAL	MOSTLY DISAGREE	HIGHLY DISAGREE
11	I am a problem solver.					
12	I do things right, the first time.					
13	I stay within budget.					
14	I encourage teamwork.					
15	I stay focused on priorities.					
16	I share information routinely.					
17	I coach regularly.					
18	I inspect what I expect.					
19	I contribute new ideas.					
20	I enjoy working with people.					
21	I listen intently and effectively.					
22	I take pride in winning as a team, not just individually.					
23	I take time to connect with each team member.					
24	I reward & recognize team members regularly.					
25	I demonstrate a strong work ethic.					
Add the number of checkmarks in each column. Multiply each column total by the assigned number provided here. Input total below.		Total X 12 =	Total X 9 =	Total X 6 =	Total X 3 =	Total X 0 =
Column Totals						Zero

STEP TWO - Complete Your Column Totals

After completing the assessment, count the number of checkmarks in each column, multiple the total by the assigned value for each column and enter the total for each column.

STEP THREE - Add Your Column Totals

Add all five column totals to establish your grand total score. **My Score Is:** _____

What Does My Score Mean?

- 300 - 270 **Very good leadership skill-set** - Focus on coaching and sharing your knowledge with others.
- 269 - 225 **Good leadership skill-set** - Your expertise has grown significantly. Work to fine-tune the areas needing additional attention.
- 224 - 150 **Average leadership skill-set** - Set personal development goals and establish an action plan with your immediate supervisor. (Note: Use our Life Balance & Master Action Plan tool for goal planning.)
- Below 150? **Low leadership skill-set** - Seek out leadership tools, resources and training that will benefit you and your team. You owe it to yourself, your team, and the organization you represent to become the most effective leaders you can be. Use the many tools available to develop your leadership skill-set.