

Leadership self-assessment

Name _____

Scoring Scale - (0 is the lowest and 2 is the highest)

0: Don't agree 1: Sometimes 2: I totally agree with this statement

Skill	Score	Comments
1. I can easily recognise my moods.		
2. I can easily recognise other people's moods.		
3. I know the time of day when I am most creative.		
4. I know what distracts me when I am working.		
5. I can compartmentalise my professional and private lives and know how to switch off from work.		
6. I would be regarded by my peers and my team as an excellent listener.		
7. I suspend making big decisions until I have gathered enough information.		
8. I am confident to make small decisions quickly, often on the spot.		
9. I am good at remembering people's names.		
10. I provide regular positive feedback to my team.		
11. I have an effective system for managing my inbox.		
12. I set annual goals and refer back to them regularly.		
13. I have difficult conversations with my team.		
14. I can quickly and confidently build rapport with a wide range of people.		

15.I have an excellent understanding of my non-verbal communication.		
16.I delegate work on a regular basis.		
17.I spend at least 20% of my time at work coaching others.		
18.I have a plan for how to motivate each member of my team.		
19.I allocate some time each week to my own professional development.		
20.I am aware of my natural communication style and can adapt it when required.		
21.I do some form of exercise every day.		
22.I make healthy eating choices daily.		
23.I make some decisions based on my intuition.		
24.I understand how to influence people.		
25.I empower the people I work with to make decisions every day without consulting me.		
Score	/50	

Scale

0 – 25	Identify 1 area you can improve on in the next month. 1 step at a time. Imagine how good you will be in 12 months' time.
26 - 30	You are well on your way. Increase your discipline and fine tune your skills.
31 – 40	You have enormous leadership potential.
41 - 50	Congratulations, you are an excellent leader.