








# Leadership Skills Assessment

## Introduction

This self-assessment checklist will help you self-assess your leadership performance against common leadership attributes and skills.

## Ratings

The scoring system used in this self-assessment is based on a simple smiley face rating scheme:

Self-Assessment		Rating				
						 N/A
	<b>Statements</b>	Not like me at all	A little like me	Very like me	Exactly Like me	Not applicable
	Points	0	1	2	3	

## Scoring

To score the self-assessment, for each statement simply tick the box under the rating that best corresponds to how you feel about that statement.

At the end, add up the column scores and then add each of these four totals to give an overall score.

To get an overall % for the assessment the total possible score is 120 (40 x 3). For every N/A you ticked, reduce the total possible score by 3 points. Then divide your overall score by the total possible score.

## Result


76 -100%: You seem to have a good approach to leadership

51 – 75%: There is a good foundation there

26 – 50%: You have a lot of work to do to develop your leadership potential

0 – 25%: Did you score it correctly?

## Leadership Skills Self-Assessment

Self-Assessment	Rating				
					
Statements	Not like me at all	A little like me	Very like me	Exactly Like me	Not applicable
Points	0	1	2	3	
1. I genuinely believe that our employees are stakeholders in the business					
2. I understand the company's vision and mission and regularly communicate this to my team					
3. I am strongly committed to the business and to my team					
4. I am highly self-motivated and can raise my performance, even when I don't necessarily feel like doing so					
5. I am passionate about achieving excellence in the business					
6. I have high levels of energy and enthusiasm					
7. I am genuinely concerned about the welfare of my team					
8. I take proactive measures to create a positive working environment for my team					
9. I make a conscious effort to be open and honest with my team					
10. I work hard at seeing things from other peoples' perspectives					
11. I always try to be objective when dealing with my team members					
12. I have excellent levels of self-control and can prevent individuals, or situations from making me act in a way that I later regret					
13. I am competent at what I do and I have a strong understanding of both our industry in general and our business operations in particular					
14. I am good at analysing problems and finding creative ways of improving how we do things within the business					
15. I am consistent in my behaviour and approach and I do not change what I think, or want from one day to the next					
16. I am approachable and willing to listen to my team members' concerns					
17. I don't let things at work get me down and I always try to see the bright side of things					
18. I can build trust between myself and other people					
19. I notice when members of my team are having problems and I make a point of helping them					
20. I work hard to meet my commitments to my team mates and colleagues					
21. I believe that my real authority as a leader comes not from my title or position, but from how I behave and interact with my team					

22. I regularly think about how I lead others and I am constantly trying to improve my performance					
23. I always lead by example					
24. I treat all my team members equally and fairly					
25. I am not aggressive in my leadership style					
26. My team members would not consider me to be a bully					
27. I have the ability to be flexible in how I apply my leadership style in practice					
28. I can actively apply different styles to match the requirements of each given situation					
29. When an individual is not performing to standard, I can deal with it in an effective manner					
30. I do not lose my temper with difficult team members					
31. I have consistently shown an ability to bring people back on track when they underperform					
32. I encourage my team members to be more involved in decision making					
33. I allow my team members a degree of autonomy when appropriate					
34. I regularly acknowledge the efforts of my team members					
35. I give my team members praise when it is justified					
36. I ensure that high performing team members have the ability to develop their skills even further					
37. I delegate to these high performing team members					
38. I believe that I am a positive role model for my team					
39. I make a conscious effort to build team spirit					
40. I do not let conflict fester in the team but proactively address it					
<b>Column Totals</b>					
<b>Overall Total</b>					
<b>Overall % Score</b>					
<b>Summarise your leadership strengths and areas for improvement</b>					

**To digitise this self-assessment tool, or  
any other assessment checklist you  
use in your business, trial the  
Dobiquity Checklist App for free at  
[www.dobiquity.com](http://www.dobiquity.com)**