

## LEADERSHIP SKILLS: RATE YOURSELF

*The best leaders have strengths in both emotional-intelligence (relationship) competencies and in the ability to produce results. To see how you rate on these abilities, assess how the statements below apply to you. The intent is for you to think about how well you use leadership skills—and how you might get better at it.*

Seldom   Occasionally   Often   Frequently

### Relationship Skills

- |   |       |       |       |       |
|---|-------|-------|-------|-------|
| 1. I know my strengths and weaknesses.                | _____ | _____ | _____ | _____ |
| 2. I deal calmly with stress.                         | _____ | _____ | _____ | _____ |
| 3. I believe the future will be better than the past. | _____ | _____ | _____ | _____ |
| 4. I deal with changes easily.                        | _____ | _____ | _____ | _____ |
| 5. Others say I am a good listener.                   | _____ | _____ | _____ | _____ |
| 6. Others say I understand and am sensitive to them.  | _____ | _____ | _____ | _____ |
| 7. Others say I resolve conflicts.                    | _____ | _____ | _____ | _____ |
| 8. Others say I build and maintain relationships.     | _____ | _____ | _____ | _____ |
| 9. Others say I inspire them                          | _____ | _____ | _____ | _____ |
| 10. Others say I am a team player.                    | _____ | _____ | _____ | _____ |
| 11. Others say I helped to develop their abilities.   | _____ | _____ | _____ | _____ |

### Results Skills

- |  |       |       |       |       |
|--|-------|-------|-------|-------|
| 12. I place organizational success above personal ego. | _____ | _____ | _____ | _____ |
| 13. I have a clear vision for my organization.         | _____ | _____ | _____ | _____ |
| 14. I have clearly communicated the vision.            | _____ | _____ | _____ | _____ |
| 15. I commit to breakthrough results.                  | _____ | _____ | _____ | _____ |
| 16. I cause decisive actions to achieve those results. | _____ | _____ | _____ | _____ |
| 17. I set measurable goals when I have a project.      | _____ | _____ | _____ | _____ |
| 18. Others say I am driven but patient.                | _____ | _____ | _____ | _____ |
| 19. Others say I keep all levels informed.             | _____ | _____ | _____ | _____ |
| 20. Others say I involve others in complex decisions.  | _____ | _____ | _____ | _____ |
| 21. Others say I keep my promises, large and small.    | _____ | _____ | _____ | _____ |
| 22. Others say I am bold yet humble.                   | _____ | _____ | _____ | _____ |

**Total the number of checks in each column:** \_\_\_\_\_

**Multiply this number by:**    x1            x2            x3            x4

**To get your score, add these four numbers:** = \_\_\_\_\_ + \_\_\_\_\_ + \_\_\_\_\_ + \_\_\_\_\_

**Total:** \_\_\_\_\_