



Assess Leadership Skills

Personality	Yes	No	Unsure
Do they have an outgoing style?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do they tend gain the attention, respect and trust of others quickly?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do they display humour and warmth in their relationships with others?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do they remember personal information such as names, details about the family, how many children they have etc.?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Persuasive	Yes	No	Unsure
Do they motivate and empower staff to achieve organisational vision?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does the person have good verbal communication skills?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does the person have good written skills?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do they match their language and style to their audience?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Persistence	Yes	No	Unsure
Do they keep trying in the face of all odds?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do they keep trying in the face of failure?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patience	Yes	No	Unsure
Do they remain tolerant and even-tempered of people?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do they recognise that real change takes time?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do they give people who are angry or excited about a proposed change time to cool down?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Perceptive	Yes	No	Unsure
Are they sensitive to other people's wants and needs and to changes in these wants and needs?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do they display genuine interest in other people?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are they courteous and do they maintain a high regard for others needs?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do they take the time to differentiate between the "squeaky wheel" interests of one or a few from those of the majority?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Probity	Yes	No	Unsure
Are they truthful, genuine and sincere in all situations?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are they frank and unbiased even when pressured?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are they open about their motives?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are they seen as honest and trustworthy?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Praise giving	Yes	No	Unsure
Do they publicly recognise people's efforts and contributions?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is praise given in a sincere manner?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do they provide encouragement and praise to build self-esteem?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do they deal with mistakes and errors must as quickly as possible and in private?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are they gracious in accepting compliments?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



Positive Orientation	Yes	No	Unsure
Are they positive in their personal and everyday lives?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do they view "problems" as opportunities?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do they communicate organisational decisions in a positive way, even when not personally favouring them?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do they act as a positive role model?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do they appear confident in their own ability to manage?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People-Based	Yes	No	Unsure
Do they generate energy and enthusiasm amongst others?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do they show an active interest in work undertaken by others?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do they help others to achieve results?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do they share knowledge and experience with others?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do they treat people fairly and equitably?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do they consult with others before taking action that affects them?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do they involve team members in planning and decision-making?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do they make time for those who wish to talk, even when this is not personally convenient?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do they share management information?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do they offer assistance to others?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do they accept responsibility for team performance?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do they do more than expected to ensure team performance?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Practical	Yes	No	Unsure
Do they develop practical and workable solutions?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do they look at what can realistically be accomplished in the time and resources available?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do they give careful consideration to the process of the solution before solving a problem?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Progressive	Yes	No	Unsure
Are they able to move people and groups forward?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are they always looking at new and better ways of doing things?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do they continually seek opportunities to develop their leadership?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prepared	Yes	No	Unsure
Are they knowledgeable about his or her goals?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do they have a plan in place for reaching those goals?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do they take a holistic view of situations - consider ALL aspects?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are they organised and prepared?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Power-Building	Yes	No	Unsure
Are they able to motivate followers to become involved in getting the job done?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do they delegate effectively?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do they have good networks of friends, colleagues and acquaintances?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>