

## 14. Leadership Qualities & Skills Self-Assessment

Additional Leadership Development tools are available on the Yahoo! Group and from LWVUS.

*The purpose of the self-assessment is to help you or someone you are mentoring identify individual leadership development goals through work in the League. It is a tool to communicate about individual interests – it's not a quiz! It's good if you identify areas where you do not have much experience – we are here to work on exactly that. Ultimately, this helps us to understand what you are interested in learning and doing as part of our League, so that you are having the experience you want to have and growing into even more of the leader we know you are meant to be! After discussing this assessment, it should be clear what you are comfortable doing, what you are not comfortable doing, and what you want to learn how to do.*

Name \_\_\_\_\_ Date: \_\_\_\_\_

**1. Which three leadership qualities do you consider your strengths? Why?**

a. \_\_\_\_\_

\_\_\_\_\_

b. \_\_\_\_\_

\_\_\_\_\_

c. \_\_\_\_\_

\_\_\_\_\_

**2. Which two or three leadership qualities would you most like to work on strengthening over the next 18 months? Why?**

a. \_\_\_\_\_

\_\_\_\_\_

b. \_\_\_\_\_

\_\_\_\_\_

c. \_\_\_\_\_

\_\_\_\_\_

**Rank your comfort level with the following skills and activities. Can you complete the activity...**

- E** = really easily
- C** = comfortably
- L** = it would be a learning experience
- D** = with discomfort, I don't feel ready for that challenge yet

**Leaders build and nurture community. Leaders have followers.**

- a. I can identify 1 person that I could ask to come to a League event \_\_\_\_\_
- b. I can identify 15 people that I could ask to come to a League event \_\_\_\_\_
- c. I can turn people out for a meeting or event and I understand "Organizers Math" (you always have to recruit more people than actually show up) \_\_\_\_\_
- d. I find I can be a good listener \_\_\_\_\_
- e. I can do a one-on-one relational organizing meeting with another volunteer \_\_\_\_\_
- f. I find that I can train and/or mentor other leaders \_\_\_\_\_

**Leaders are "unflappable" and relentlessly optimistic – they can hear "no" and keep asking!**

- a. I can ask and ask again – when I hear "no", I stay optimistic \_\_\_\_\_
- b. I am in it for the long haul – I am not easily discouraged \_\_\_\_\_
- c. I can handle setbacks and learn from mistakes \_\_\_\_\_

**Leaders help build their organization (people power *and* money power!).**

- a. I believe in the power of many – I care about bringing others along with me \_\_\_\_\_
- b. I can make reminder calls to turn people out for an event or meeting \_\_\_\_\_
- c. I can report back on a task or project at a group meeting \_\_\_\_\_
- d. I can facilitate a meeting \_\_\_\_\_
- e. I can chair a committee \_\_\_\_\_
- f. I can invite others to speak in a meeting \_\_\_\_\_
- g. I have served on a board \_\_\_\_\_
- h. I can host a meeting \_\_\_\_\_
- i. I can help to plan a League event \_\_\_\_\_
- j. I can raise money for a cause by helping to plan a fundraising event \_\_\_\_\_
- k. I can raise money for a cause by asking others for a contribution \_\_\_\_\_

**Leaders are able to do outreach about issues.**

- a. I can talk to people I know about issues I care about \_\_\_\_\_
- b. I can talk to people I *don't* know about issues I care about \_\_\_\_\_
- c. I can distribute literature about an issue I care about \_\_\_\_\_
- d. I can make a personal appeal to people about an issue I care about \_\_\_\_\_
- e. I can make phone calls to talk about an issue I care about \_\_\_\_\_
- f. I can ask others to do outreach around issues we both care about \_\_\_\_\_

**Leaders are personally organized and accountable – they do what they say they will.**

- a. When I say I will do something, I keep my word \_\_\_\_\_
- b. I have ways to keep track of my commitments \_\_\_\_\_
- c. I hold others accountable to their commitments \_\_\_\_\_
- d. I think about which activities I can delegate to others \_\_\_\_\_
- e. When I delegate to others, I follow up and support them \_\_\_\_\_
- l. I can evaluate my own role in events or activities \_\_\_\_\_
- m. I have helped evaluate an event or activity as part of a group \_\_\_\_\_
- f. I have helped an organization set clear goals and been part of evaluating progress towards meeting those goals over time \_\_\_\_\_

**Leaders communicate with the media and allies.**

- a. I can share my personal story \_\_\_\_\_
- b. I can write a letter \_\_\_\_\_
- c. I can invite and help others to write a letter \_\_\_\_\_
- d. I could make press turnout calls for a media event \_\_\_\_\_
- e. I can speak at a press event \_\_\_\_\_
- f. I can share my personal story at an event \_\_\_\_\_
- g. I can make presentation to a group about the League or an issue \_\_\_\_\_

**Leaders build relationships with and hold public figures accountable**

- a. I could talk to an elected official about an issue I care about \_\_\_\_\_
- b. I could testify at a public hearing on an issue I care about \_\_\_\_\_
- c. I can invite an elected official to a meeting \_\_\_\_\_
- d. I can invite others to a meeting with an elected official \_\_\_\_\_
- e. I have participated in an action effort \_\_\_\_\_
- f. I have helped plan an action effort \_\_\_\_\_
- g. I have shared my story at a public meeting \_\_\_\_\_

**Leaders help plan and carry out action efforts**

- a. I can implement tactics to win on an action effort \_\_\_\_\_
- b. I can brainstorm tactics as part of an action effort \_\_\_\_\_
- c. I understand the legislative process \_\_\_\_\_
- d. I understand the electoral process and how action campaigns work \_\_\_\_\_
- e. I can participate in a campaign strategy session \_\_\_\_\_
- f. I understand the relationships that impact work on issues \_\_\_\_\_
- g. I see the links between different issues and their connections to broader systemic problems \_\_\_\_\_

**Leaders understand and can help participate in coalitions.**

- a. I understand how coalitions work, and the benefits and tradeoffs of joining them \_\_\_\_\_
- b. I can participate in strategic decision-making around coalition participation \_\_\_\_\_
- c. I can network with other organizations and build relationships \_\_\_\_\_
- d. I can identify self-interest in other individuals and groups \_\_\_\_\_
- e. I would be able to prioritize groups to ask to join a coalition \_\_\_\_\_
- f. I have participated in a coalition \_\_\_\_\_
- g. I have been a leader in a coalition \_\_\_\_\_

**1. Which two or three leadership skills do you consider your strengths? Why?**

a. \_\_\_\_\_

\_\_\_\_\_

b. \_\_\_\_\_

\_\_\_\_\_

c. \_\_\_\_\_

\_\_\_\_\_

**2. What two or three leadership skills would you most like to work on strengthening over the next 18 months? Why?**

a. \_\_\_\_\_

\_\_\_\_\_

b. \_\_\_\_\_

\_\_\_\_\_

c. \_\_\_\_\_

\_\_\_\_\_

**With your mentor, brainstorm this part together:** These are the 2-3 activities I'm going to work on to build the skills we've talked about building over the next 18 months:

a. \_\_\_\_\_

\_\_\_\_\_

b. \_\_\_\_\_

\_\_\_\_\_

c. \_\_\_\_\_

\_\_\_\_\_