

Lead from Any Seat

Three Strategies to increase your own leadership capacity and empower others to do the same.

STRATEGY #1: Be the person you _____

STRATEGY #2: Build _____

STRATEGY #3: Know your _____, your _____, and your _____

Lead from *Your Seat* – Self Assessment

The goal of this exercise is to find out where to focus your action plan for improvement. It is not scientific, but should give you pause for some self assessment.

1	2	3	4	5	6	7	8	9	10
Non-existent	Barely there	Poor	Not the best	Below "o.k."	Above "o.k."	Pretty good	Good	Great!	I got this!

How well are you doing at the following every day? (use the scale listed above)

	Being the person you would want to supervise
	Knowing your strengths, weaknesses and blind spots
	Having a personal improvement plan
	Making improvements in your job
	Knowing the names of those you interact with regularly
	Knowing the strengths of those you interact with regularly
	Utilizing the strengths of those you interact with regularly
	Understanding why your position exists
	Identifying who it is most important for you to help
	Defining your daily "win"

★ Next, put a star next to the item(s) you ranked the highest. Pat yourself on the back. 😊

! Put a exclamation point "!" next to the one or two items you ranked lowest. These are the items you will focus on for your action plan

Based on the "exclamation points" above:

What one specific action item will you accomplish to improve that item(s) the next time you arrive at work?

What specific action items will you accomplish to improve that item(s) throughout the next two weeks?