

# WOMEN'S LEADERSHIP COACHING

**Instructions:** Place an "X" in the appropriate column to indicate the degree of importance to your career for each competency/skill area listed. Rate your current level of competence on a scale of 1 to 5, then indicate your need for training and development. Feel free to circle any item to indicate strong preferences or needs. Think about each question carefully and be completely honest.

I. Importance to My Career Development			II. Competencies, Skills, and Practices	III. Competence	IV. Development Need	
Low	Some	High		Rate on scale 1 – 5	No	Yes
			<b>Personal Vision</b>			
			I have a vision of the type of leader I want to be, and the impact I want to make.			
			I am developing an effective and personalized leadership style that aligns with my values.			
			I have a career plan with objectives milestones, and I am taking action to get to the next level.			
			<b>Total</b>			
			<b>Authenticity</b>			
			I am comfortable being myself at work.			
			I am in a job, company and industry that suits my talents, ambition and values.			
			I am not at risk of becoming someone I don't like in order to get ahead.			
			<b>Total</b>			
			<b>Self-Leadership</b>			
			I am reliable and responsible. My work product is of consistently high quality.			
			I am a team player. I manage upwards.			
			I align my efforts with departmental and organizational mission and strategy.			
			<b>Total</b>			
			<b>Emotional Resilience</b>			
			I can navigate conflict and uncertainty without taking it personally.			
			I have the ability to let go of negative emotions and move forward.			
			I do not rely on others' opinions to determine my self-worth.			
			<b>Total</b>			

I. Importance to my Career Development			II. Competencies, Skills, and Practices	III. Competence	IV. Development Need	
Low	Some	High		Rate on scale 1 – 5	No	Yes
			<b>Leadership Presence</b>			
			I exude a natural air of confidence, authority and credibility.			
			My communication, body language, and attire portray a consistent image of competence.			
			I communicate effectively during all interactions, meetings and presentations.			
			<b>Total</b>			
			<b>Sphere of Influence</b>			
			I have built a network of relationships throughout the organization.			
			I am on good terms with those who have input into my work product, reputation, and career.			
			I leverage my network to gain access to information, opportunities and resources.			
			<b>Total</b>			
			<b>Organizational Awareness</b>			
			I understand the mechanisms of office politics, and I am not intimidated by it.			
			I can 'play the game' without resorting to unethical and underhand tactics.			
			I know which individuals, relationships and coalitions have influence in my organization, and why.			
			<b>Total</b>			
			<b>Visibility</b>			
			I have a good reputation, and a 'voice' in my organization.			
			My accomplishments and abilities are understood by those who need to know.			
			I have cultivated sponsors and supporters who advocate for me, and connect me to opportunities.			
			<b>Total</b>			

I. Importance to my Career Development			II. Competencies, Skills, and Practices	III. Competence	IV. Development Need	
Low	Some	High		Rate on scale 1 – 5	No	Yes
			<b>Negotiation</b>			
			I know my value.			
			I ask for what I want and need.			
			I am knowledgeable of various negotiation techniques.			
			<b>Total</b>			
			<b>Influence</b>			
			I understand the dynamics of persuasion and influence.			
			I am comfortable exerting influence.			
			I know how to gain power, and how to use it.			
			<b>Total</b>			
			<b>Managing Others</b>			
			I delegate effectively, set clear expectations, and give feedback on performance.			
			I know how to motivate others, fostering accountability, self-reliance and ownership.			
			I foster team spirit and a healthy culture.			
			<b>Total</b>			
			<b>Business Results</b>			
			I generate ideas for products and initiatives that support organizational strategy and impact the bottom line.			
			I can rally people around a vision or idea, and get buy-in at all levels of the organization.			
			I can lead an initiative from vision through to planning and execution to achieve results.			
			<b>Total</b>			
<b>GRAND TOTAL</b>				/180	<b>PERCENT</b>	%

To learn more about Women's Leadership Coaching Inc or to schedule a free leadership coaching session visit [www.womensleadershipcoaching.com](http://www.womensleadershipcoaching.com)

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