

Can YOU Be a Better Leader?

The Leadership Self-Awareness Inventory

This tool is specially-designed to help you explore your self-awareness. It's proper use will require three phases.

Phase 1

Read the series of statements and respond to them using the simple rating system that is provided. Read each statement and then circle the number that most accurately describes *your expression* of that statement. Use the following definitions for each rating number:

- ? = I don't know / I am unsure
- 1 = Never
- 2 = Rarely
- 3 = Occasionally
- 4 = Frequently
- 5 = Consistently

Don't be concerned about what the statements or scores may imply about you or your leadership—the inventory is not designed to “measure” your leadership capacity per se.

Phase 2

NOW GIVE THIS INVENTORY TO SOMEONE WHO KNOWS YOU WELL. It can be a coworker, associate, close friend, or even a direct report or supervisor. THE BEST PERSON TO USE FOR THIS PHASE OF THE INVENTORY IS YOUR SPOUSE! Feel free to give this inventory to more than one person—the more feedback, the better. The key here, is to choose individuals who know you well. THE POINT OF THE INVENTORY is to get an honest assessment from other people.

Phase 3

THIS IS THE MOST IMPORTANT PART OF THE EXERCISE. Sit down with *both* inventories *and compare the ratings*. The differences in the ratings will help you to understand how self-aware you are. If the differences are significant, that points to a “blind spot” that you have about yourself. A SUGGESTION: Sit down with the person who took the inventory with you and let them give you face-to-face “real-time” feedback. NOTE: If you have a real problem with self-awareness, your spouse may be the only one willing *and* able to help you with this!

LIFE APPLICATION

If you have a problem in the area of self-knowledge or self-awareness, you will benefit from the help of a professional counselor or therapist. It will be the best investment of your life!

The Personal Trainer is a resource for growing leaders produced by Dr. Jim Dyke, the Founder and Director of **Corporate Leadership Initiatives, Inc.**—an organization dedicated to equipping men and women with skills and principles relevant to the role and life of a transformational leader of the 21st century. This is a specially-designed tool for personal reflection and discussion that will help you and your team apply the ideas and principles presented in the matching edition of the newsletter **Leadership Tracks**. Log on to the website at: www.CLionline.com to discover more ways **Corporate Leadership Initiatives, Inc.** can bring its resources and expertise to your organization and help your people become better leaders and better followers.
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Personal E.Q. Inventory

RATING	STATEMENT
? 1 2 3 4 5	1. I know how I "come across" to other people.
? 1 2 3 4 5	2. I'm good at giving directions and clarifying instructions.
? 1 2 3 4 5	3. I'm easy to talk to.
? 1 2 3 4 5	4. I take correction well.
? 1 2 3 4 5	5. I go out of my way to find out what others think.
? 1 2 3 4 5	6. I "bounce my ideas off" other people.
? 1 2 3 4 5	7. I don't get defensive when people correct or criticize me.
? 1 2 3 4 5	8. In meetings, I encourage others to talk.
? 1 2 3 4 5	9. I like hearing what other people think about my ideas.
? 1 2 3 4 5	10. People ask me questions a lot.
? 1 2 3 4 5	11. When I'm dealing with a difficult problem, I ask for help.
? 1 2 3 4 5	12. I am comfortable saying, "I'm not sure about this" in front of my peers.
? 1 2 3 4 5	13. I am comfortable saying, "I'm not sure about this" in front of my <i>boss</i> .
? 1 2 3 4 5	14. I am comfortable saying, "I'm not sure about this" in front of my <i>team</i> .
? 1 2 3 4 5	15. I go to people in other departments and ask for their help or expertise, when I need it to deal with a particular issue.
? 1 2 3 4 5	16. I can take good-natured "ribbing" from other people.
? 1 2 3 4 5	17. There's a lot in the organization that I don't understand.
? 1 2 3 4 5	18. I enjoy social settings.
? 1 2 3 4 5	19. I spend time with close friends.
? 1 2 3 4 5	20. I spend meaningful time with my Dad (or did when he was alive).
? 1 2 3 4 5	21. I know what my team thinks about my last "big idea."
? 1 2 3 4 5	22. I know what my <i>boss</i> thinks about my last "big idea."
? 1 2 3 4 5	23. I know what my <i>peers</i> think about my last "big idea."
? 1 2 3 4 5	24. I consider myself a "people-person."
? 1 2 3 4 5	25. I go out of my way to encourage, affirm, and praise others.
? 1 2 3 4 5	26. I know it when someone around me is "hurting."
? 1 2 3 4 5	27. People confide in me.
? 1 2 3 4 5	28. People come to me for help or advice.
? 1 2 3 4 5	29. I spend time out of my office, just walking around and talking with people.
? 1 2 3 4 5	30. People tell me when they disagree with me.

INSTRUCTIONS

Read each statement, and circle the number that best describes *how that statement applies to the person giving you this inventory for feedback*. Use the definitions provided for each rating number.

RATINGS

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