

Mirror Mirror on the Wall:

Putting Reflective Leadership into Practice

Leadership Self-Assessment Tool -Instructions: Rate yourself on a scale of 1 (Rarely), 2 (Sometimes), or 3 (Almost Always) on the following statements.

Self-Assessment Statements	Rating
1. In a discussion, I can see areas of agreement among differing opinions.	1 2 3
2. I lead by example, not just by words.	1 2 3
3. I notice good work and I give staff positive feedback.	1 2 3
4. I recognize the value of humor in the workplace.	1 2 3
5. I have a vision of where the agency/center/project I lead is going and can communicate it to others.	1 2 3
6. When something is not going right for one of my staff members, I take the time to help them think it through and develop an approach to solving it.	1 2 3
7. I am comfortable telling others when I don't know the answer to a particular question.	1 2 3
8. I make sure we celebrate as a team when we meet milestones.	1 2 3
9. I have ways of handling the pressures of my position that allow me to think and strategize even in the midst of crisis.	1 2 3
10. I focus the work of the agency/center/project I lead around the children and families we serve.	1 2 3
11. I make sure people know that it is safe to share their opinions and to say what they really think and feel.	1 2 3
12. I encourage people to let me know what they need in order to work well and, whenever possible, ensure that they get it.	1 2 3
13. I gather input from others and involve staff in decision-making. I devolve decision-making whenever appropriate.	1 2 3
14. I make opportunities to stay current about issues in the field.	1 2 3
15. I think before I act.	1 2 3
16. I meet regularly with the staff who report to me.	1 2 3
17. I solicit feedback from my staff about my own performance.	1 2 3
18. I have a mentor or supervisor in the organization.	1 2 3

Positivity

Joy _____

Gratitude _____

Serenity _____

Interest _____

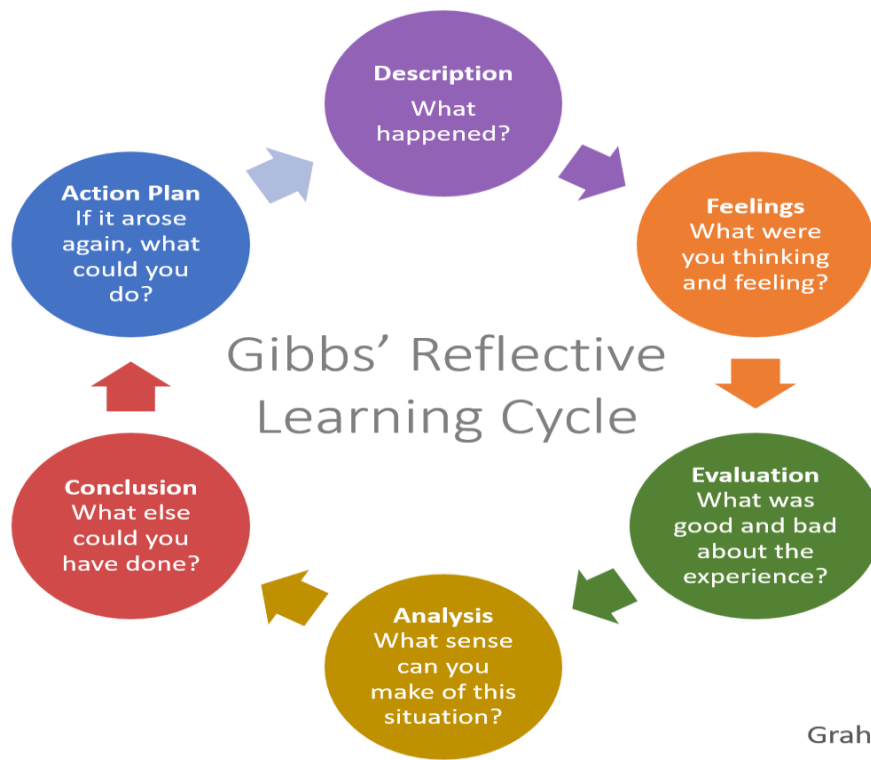
Hope _____

Pride _____

Amusement _____

Awe _____

Love _____



Think of a recent event or conflict that occurred within your program or organization. List it below:

Description

What happened? Where did it happen? When did it happen? Who was involved? What did you do? What did the other people involved do? What was the result of these actions?

Feelings

How do you look back on the situation? What did you feel leading up to the event? How did you feel during the event? How did you feel after the event? What do you think other people felt during the event?

Evaluation

What went well during the activity? Why was that? What didn't go well? Why was that? What was your contribution? What was the contribution of others?

Analysis

What sense can you make of the situation?

Conclusion

To what positive experience did the event lead? To what negative experience did the event lead? What will you do differently the next time this event occurs? Which skills do you need to develop in yourself to change the way a similar event may happen?

Action Plan Here is where the real nuts-and-bolts come out. All that analysis and self-reflection are leading up to making a plan for how to act next time a similar situation comes up. If everything went well, it may be as simple as "do it again." If improvements were needed, you're now armed with information on how to tackle the situation differently. *If it arose again, what could you do?*

List at least 10 staff members.

1.

2.

3.

4.

5.

6.

7.

8.

9.

10.

Are you an Accidental Diminisher?
<https://thewisemangroup.com/quiz/>

“To handle yourself, use your head; to handle others, use your heart.”

— Eleanor Roosevelt

