

Leader Toolkit

Change leadership assessment



We are **INSPIRATIONAL** and **RESPONSIBLE** leaders.

We inspire each other to be brave and bold, leading through creativity and innovation. We act with integrity and care for our people and our impact on the world.

Why use this tool

As a leader, you have a critical role to play in change.

Use this tool to understand your role as a change leader and how you stack up in building commitment and sustainable change.

When to use this tool

Use this tool when you are preparing for a change and identify actions for building your change leadership. Remember to add to your PACE development or career plan.

How to use this tool

- Read the statements provided in the table and rate yourself based on what your team would say about you as a change leader.
- Give some thought to why you think each statement is important and make a note of it in the last column.
- Using the statements that you have used for rating purposes, identify one or two actions you can take immediately as well as other actions to further develop yourself as a *change leader*.

Tips

- **Be honest** with your assessments – remember, it is what your team would say about you, not what you think about yourself.
- Consider **asking your team** to complete the assessment so you have an accurate view of how effective you are
- Leading your team into a new way of working can be daunting. It will **feel uncomfortable** - if it doesn't you're not changing anything!

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1. Read the statements below and rate yourself based on what your team would say about you as a change leader.
2. Consider why each statement is important and make a note of this in the last column

In relation to a recent or current change, my team would say that I ...	Yes Maybe No	Why is this important?
... understand why we are changing, when it is happening and what the impact is on me and my team.		
...am ready, willing and able to support them through their reactions to the changes (e.g. fears, concerns, enthusiasm, impatience, reluctance, avoidance).		
... communicate with them about the change and listen and respond to their feedback and questions.		
... am an advocate for the changes and always talk positively about them.		
... reward the right behaviours, provide timely feedback to deal decisively with behaviours that will undermine success, reinforce the use of new skills, processes and systems and prevent workarounds.		



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3. Using the statements that you have used for rating purposes, complete the table below, identifying one or two actions you can take immediately as well as other actions to further develop yourself as a *change leader*.

Remember to include these actions in your PACE development or career plan.

	WHAT AM I DOING WELL?	
	WHAT DO I NEED TO START DOING?	
	WHAT DO I NEED TO STOP DOING?	