



# LEADERSHIP STRENGTHS and GAPS

Below are 7 skills of focus for developing into a highly conscious leader. Rate yourself on each one of the skills, based on how much knowledge you have about the skill and how well you utilise it. The total effectiveness will determine whether it is a strength or a gap in your leadership.

Creating awareness around your strengths and gaps will help you plan your future development and ask for valuable feedback and support

## EMOTIONAL INTELLIGENCE

Emotional intelligence can be defined as our ability to distinguish, understand and have a greater awareness of how our thoughts and feelings connect with our outward displays and behaviours, as well as the ability to manage and express appropriate emotions and help others do the same. Please rate yourself on Emotional Intelligence according to the following categories - 1 being poor and 10 being excellent

Knowledge

1-----2-----3-----4-----5-----6-----7-----8-----9-----10

Skill

1-----2-----3-----4-----5-----6-----7-----8-----9-----10

Total Effectiveness

1-----2-----3-----4-----5-----6-----7-----8-----9-----10

What are your strengths in this area?

Where are your gaps?

How important do you believe this area is to your development?

How important is this area to your organisation?

How can you capitalise/grow/expand your strengths in this area?

## DYNAMIC COMMUNICATION

Communication is not only what we say and hear when talking or listening to a group or an individual. We also feel the energy of the message and are impacted, temporarily or permanently, by this energy. Our own energy might shift as a result of the communication - we may be inspired to take action, become deflated and retreat or we may stay where we are and continue on our existing path. Imagine how powerful it would be to fully engage your organisation in its mission and truly motivate individuals to take a path towards success. This is the power of energetic and dynamic communication. Please rate yourself on Dynamic Communication according to the following categories - 1 being poor and 10 being excellent

Knowledge

1-----2-----3-----4-----5-----6-----7-----8-----9-----10

Skill

1-----2-----3-----4-----5-----6-----7-----8-----9-----10

Total Effectiveness

1-----2-----3-----4-----5-----6-----7-----8-----9-----10

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## INFLUENCING AND INSPIRING OTHERS

Successful leaders focus less on what to say in order to get people to take action. Instead, effective leaders focus on how they can "be" in order to embody a message that inspires others to accomplish a task, create a powerful team or relationship, and/or join forces to complete a mission. Delivering an inspiring message requires a leader to fully engage with his/her role, task, and message in order to connect successfully with those around him/her. Please rate yourself on Influencing and Inspiring Others according to the following categories - 1 being poor an 10 being excellent

Knowledge

1-----2-----3-----4-----5-----6-----7-----8-----9-----10

Skill

1-----2-----3-----4-----5-----6-----7-----8-----9-----10

Total Effectiveness

1-----2-----3-----4-----5-----6-----7-----8-----9-----10

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## TIME MANAGEMENT /BALANCE

We are all created equal in that all of us have 24 hours in our days, 7 days in our weeks etc. Where we differ is how we view and use this time. How well do you feel that you manage time and are you able to fit everything in during your workday? How well do you prioritise your tasks? Please rate yourself on Time management/balance according to the following categories - 1 being poor an 10 being excellent

Knowledge

1-----2-----3-----4-----5-----6-----7-----8-----9-----10

Skill

1-----2-----3-----4-----5-----6-----7-----8-----9-----10

Total Effectiveness

1-----2-----3-----4-----5-----6-----7-----8-----9-----10

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## PRODUCTIVITY

Getting things done requires effective use of the resources available to you in your organisation. And it is a measure of input and output in the form of speed, quality, focus regardless of what it is that you produce, a decision or a presentation. Getting things done involves your ability to organise yourself, focus on priorities, how motivated you feel and shifting your mindset regarding a task from a "have to" to a "want to". Please rate yourself on Productivity according to the following categories - 1 being poor and 10 being excellent

Knowledge

1-----2-----3-----4-----5-----6-----7-----8-----9-----10

Skill

1-----2-----3-----4-----5-----6-----7-----8-----9-----10

Total Effectiveness

1-----2-----3-----4-----5-----6-----7-----8-----9-----10

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## PROBLEM SOLVING

How we view a challenge determine how successful we will be in solving it. Take a moment to reflect on your perspective on "problems and conflicts" today. Do you see them as

- difficult and troublesome matters requiring attention
- tasks that are difficult to accomplish
- struggles or clashes between people, ideals and principles
- incompatibilities and disputes
- gaps between actual results and expectations
- opportunities for growth
- a natural part of life

Please rate yourself on Problem Solving according to the following categories - 1 being poor and 10 being excellent

Knowledge

1-----2-----3-----4-----5-----6-----7-----8-----9-----10

Skill

1-----2-----3-----4-----5-----6-----7-----8-----9-----10

Total Effectiveness

1-----2-----3-----4-----5-----6-----7-----8-----9-----10

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# HEALTH AND WELLNESS

Our health obviously affects our physical energy in life. When our bodies are functioning optimally we have the physical energy to work, play, study and think. In other words, we have the energy to do the things that bring us success, regardless of how we choose to measure success. As a leader, your skills and potential will bring little value if your body is not able to deliver and sustain your internal potential. When we take care of our health we secure that last link in the chain to success. Please rank yourself on Health and Wellness according to the following categories - 1 being poor and 10 being excellent

Knowledge

1-----2-----3-----4-----5-----6-----7-----8-----9-----10

Skill

1-----2-----3-----4-----5-----6-----7-----8-----9-----10

Total Effectiveness

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Well done, for taking the time and effort to reflect on your strengths and where you are today regarding these leadership skills and how important they are for your ongoing success as a leader!