

Honesty

Y / N – I base my communications on facts, not assumptions.

Y / N – I set realistic, clear expectations and goals: what is to be done, by when, by whom.

Y / N – Everyone on my team knows what their role is.

Y / N – I focus on results.

Y / N – I work to foster an environment of respect on my team.

Y / N – Even when the truth hurts, I tactfully communicate it.

Feedback

Y / N – I give balanced feedback, both positive and constructive.

Y / N – My subordinates, peers and managers are comfortable giving me constructive feedback (You may not answer yes if you never receive constructive feedback!).

Y / N – I create an environment for two-way feedback by asking for input, ideas and alternative solutions.

Y / N – I don't get angry or defensive when a subordinate disagrees with me or suggests an alternative approach.

Responsibility

Y / N – I accept responsibility for mistakes made by me or my team.

Y / N – I delegate tasks others should or could do.

Y / N – When I give my team members a responsibility, I mentor not manage.

Y / N – I hold my team accountable for results.

Y / N – I communicate firmly, assertively and respectfully when delivering difficult messages.

Relationships

Y / N – I foster an environment of teamwork and collaboration in my department.

Y / N – I have good relationships with team members. They know they can count on my support.

Y / N – I take time to focus on my people, not just goals and results.

Y / N – I provide opportunities and encourage team members to get to know each other.

Y / N – I believe work-life balance is important, and my management style reflects my beliefs.



Score yourself: Count the number of “yes” answers you gave yourself and divide by 20.

$$\text{YES} \div 20 = \begin{array}{l} \text{The \% Likelihood} \\ \text{That You'll Be} \\ \text{An Effective Coach} \end{array}$$

If you're not satisfied with your personal readiness to begin coaching your staff, first commend yourself for having the courage to evaluate your own strengths honestly. It's a great first step toward being a good coach.

If you are satisfied with your results consider this: More often than not, we do not see ourselves as others see us. The old saying “perspective is everything” couldn't be more true when it comes to evaluating ourselves. If you want to get a balanced, outside and very valuable perspective, ask your team to answer those same questions.