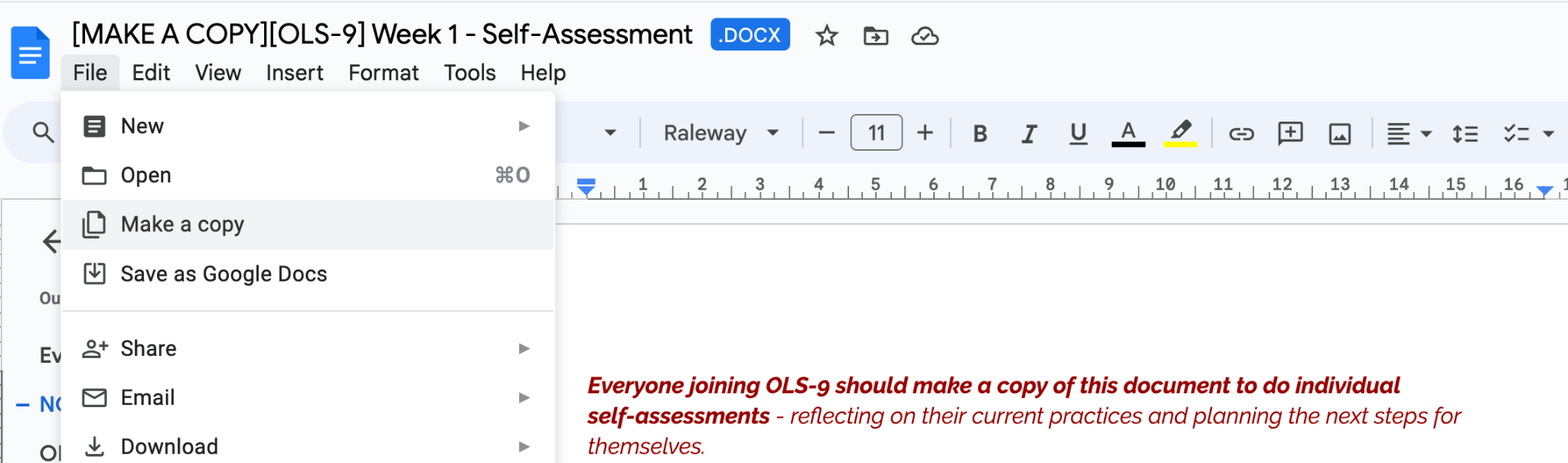
***Everyone joining OLS-9 should make a copy of this document to do individual self-assessments*** *- reflecting on their current practices and planning the next steps for themselves.*

**NOTE:** This is a template document, please make a copy for yourself to start creating your notes. ***Click File -> Make a copy*** and save it locally. You can also download this file for local use, by clicking File -> Download as -> choose a format.



OLS self-assessment

Considering current practices & next steps

# Background

[Open leadership](https://mozilla.github.io/open-leadership-framework/framework/) is a set of principles, practices, and skills people can use to mobilize their communities to solve shared problems and achieve shared goals.

Open leaders design, build and empower projects and communities for understanding, sharing, and participation and inclusion.

Completing this self-assessment will help you discover how often you take those principles and practices into account as you practice open leadership in the projects and communities you serve. You can then focus on learning and practising the skills that will improve your practice.

# Story

## Hector, the open evangelist

### Before

Hector is an evangelist for openness working at a media policy non-profit. A colleague emailed him a link they found to the Open Leadership Framework. Hector spends an afternoon reviewing and critiquing the framework and then imagines ways he might adapt and apply its principles, practices, and skills in his own work and in his organisation.

### Use-case

Hector tries the self-assessment use case to see how well his beliefs and practices align with the framework and to identify areas of personal and professional development he might pursue as a self-identified open leader. He finds that while he often designs and builds projects for open participation, he doesn’t empower others to take on leadership roles in his projects as much as he thought he did.

### After

Through a follow-up conversation with members of OLS mentoring group, Hector organized a team workshop with his director to discuss how his team might better share leadership in their projects with their contributors and collaborators. They leave the workshop with a new system to test for identifying contributors ready to take on different project management and leadership roles.

# Directions

For each item below, rank yourself as someone who seldom, sometimes, or often does the behaviour described in the item. Mark a box for each item to show your answer.

* Give yourself 0 points for each “seldom” answer.
* Give yourself 1 point for each “sometimes” answer.
* Give yourself 2 points for each “often” answer.

Tally your points for each section - Design, Build, and Empower.

* Design (12 items): \_\_\_\_\_ / 24 points.
* Build (15 items): \_\_\_\_\_ / 30 points
* Empower (9 items): \_\_\_\_\_\_ / 18 points

Use your score in each section to determine which area of open leadership you might want to explore and practice next to continue your personal and professional development as a leader.

# Design

## Design for understanding

| **Item** | **Often (2)** | **Sometimes (1)** | **Seldom (0)** |
| --- | --- | --- | --- |
| I use storytelling to share my project’s vision. |  |  |  |
| I share personas and stories that represent a broad and diverse set of contributors and users. |  |  |  |
| I include feedback loops that help me learn through use in my projects. |  |  |  |
| I plan opportunities for team-building that contribute to a positive group identity. |  |  |  |
| I bring my whole self to a project and invite others to do the same. |  |  |  |
| Design for understanding - total points: | /10 | | |

## Design for sharing

| **Item** | **Often (2)** | **Sometimes (1)** | **Seldom (0)** |
| --- | --- | --- | --- |
| I share information with contributors and users. |  |  |  |
| I gift content to contributors and users. |  |  |  |
| I acknowledge, compensate, and/or otherwise reward contributors equitably for their work. |  |  |  |
| I connect contributors and users with one another and network similar projects and communities. |  |  |  |
| Design for understanding - total points: | /8 | | |

## Design for participation & inclusion

| **Item** | **Often (2)** | **Sometimes (1)** | **Seldom (0)** |
| --- | --- | --- | --- |
| I share governance with contributors and users. |  |  |  |
| I create content together with contributors and users. |  |  |  |
| I ask contributors and users for ideas about how to design a project and its outcomes. |  |  |  |
| Design for understanding - total points: | /6 | | |

| Design - total points | /24 |
| --- | --- |

## Interpreting your design score

* If you scored 12 or below, design might be an area of growth for you - cohort calls will be a good place to identify new skills and develop them.
* If you scored between 13 and 18, there might be specific parts of your design practice you’d like to improve. Consider bringing those specific questions to your mentor-mentee calls to get community feedback.
* If you scored 19 or above, design might be an open leadership strength for you. Consider sharing your practices and projects with others through community discussions and events.

# Build

## Build for understanding

| **Item** | **Often (2)** | **Sometimes (1)** | **Seldom (0)** |
| --- | --- | --- | --- |
| I tell stories and send communications on channels my contributors and users prefer. |  |  |  |
| I research users’ needs and iterate my work using the design process. |  |  |  |
| I facilitate ways to welcome and onboard contributors to projects like orientations and calls. |  |  |  |
| I set up maintenance plans and lines of succession for project sustainability. |  |  |  |
| I clearly document contribution guidelines, workflows, and where to find project resources. |  |  |  |
| Build for understanding - total points | /10 | | |

## Build for sharing

| **Item** | **Often (2)** | **Sometimes (1)** | **Seldom (0)** |
| --- | --- | --- | --- |
| I put my projects in open, accessible places. |  |  |  |
| I ensure the privacy and safety of people whose data my project uses. |  |  |  |
| I am transparent with contributors and users about how my projects’ decision-making, information-sharing, and content-sharing. |  |  |  |
| I license projects openly. |  |  |  |
| I network my projects with other communities that share common interests and passions. |  |  |  |
| Build for sharing - total points | /10 | | |

## Build for participation & inclusion

| **Item** | **Often (2)** | **Sometimes (1)** | **Seldom (0)** |
| --- | --- | --- | --- |
| I monitor and manage community interactions in my projects. |  |  |  |
| I involve contributors and users in governance and decision-making. |  |  |  |
| I develop and share contribution ladders to acknowledge and promote contributors. |  |  |  |
| I share clear community participation guidelines to nurture safe and friendly spaces, online and off. |  |  |  |
| I mentor contributors in open leadership and other domain-specific areas. |  |  |  |
| Build for participation & inclusion - total points | /10 | | |

| Build - total points | /30 |
| --- | --- |

## Interpreting your build score

* If you scored 15 or below, build might be an area of growth for you - cohort calls will be a good place to identify new skills and develop them.
* If you scored between 16 and 22, there might be specific parts of your build practice you’d like to improve. Consider bringing those specific questions to your mentor-mentee calls to get community feedback.
* If you scored 23 or above, build might be an open leadership strength for you. Consider sharing your practices and projects with others through community discussions and events.

# Empower

## Empower for understanding

| **Item** | **Often (2)** | **Sometimes (1)** | **Seldom (0)** |
| --- | --- | --- | --- |
| I make sure to check myself frequently to maintain integrity. |  |  |  |
| I carry and hold clarity of vision and purpose for my projects. |  |  |  |
| I remain curious, thankful for feedback, and dedicated to improvement. |  |  |  |
| Empower for understanding - total points | /6 | | |

## Empower for sharing

| **Item** | **Often (2)** | **Sometimes (1)** | **Seldom (0)** |
| --- | --- | --- | --- |
| I match contributors with work that fulfills and inspires them. |  |  |  |
| I welcome challenges to my assumptions and ways of doing things and make it safe for contributors to be honest with me. |  |  |  |
| I take time for self-care to prevent burnout and encourage others to do the same. |  |  |  |
| Empower for sharing - total points | /6 | | |

## Empower for participation & inclusion

| **Item** | **Often (2)** | **Sometimes (1)** | **Seldom (0)** |
| --- | --- | --- | --- |
| I make it safe to fail and expect myself and others to learn from failure. |  |  |  |
| I protect the physical, emotional, and mental well-being of contributors. |  |  |  |
| I create multiple, inclusive pathways to participate in my projects and celebrate the accomplishments of people from all the forms of diversity we hold together. |  |  |  |
| Empower for participation & inclusion - total points | /6 | | |

| Build - total points | /18 |
| --- | --- |

## Interpreting your empower score

* If you scored 9 or below, empower might be an area of growth for you - cohort calls will be a good place to identify new skills and develop them.
* If you scored between 10 and 13, there might be specific parts of your empower practice you’d like to improve. Consider bringing those specific questions to your mentor-mentee calls to get community feedback.
* If you scored 14 or above, empower might be an open leadership strength for you. Consider sharing your practices and projects with others through community discussions and events.

# Overall score

| My overall score (design + build + empower) | /72 |
| --- | --- |

# Interpreting your overall score

Developing your open leadership practice is a journey, and the most important step you can take on that journey is to begin in an intentional way. You should use your overall score as motivation to explore and learn about the areas of open leadership that seem most interesting and important to you.

What do you want to accomplish with your work? Where do you need to grow the most to do that? What principles, practices, and skills do you need to adopt to become more open, even if your core leadership practice is already sound?

Use your score intentionally to set a course for learning and growth. Be open-by-design in your leadership, rather than open-by-default. Make specific choices about how to improve and help your community to avoid overwhelming yourself or your contributors by trying to do everything open all at once.

* If you scored 36 or below, you might benefit from broad, general mentoring through cohort calls.
* If you scored between 37 and 54, there might be specific areas of open leadership in which you’d like to improve - bring specific questions to your mentor-mentee calls.
* If you scored 55 or above, you might already have a strong personal open leadership practice. Consider sharing your methods and projects with others through community channels.

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