

# Management Shift Readiness Self-Reflection Exercise

Let's try a quick exercise to see how you're doing in each of these areas.

**Instructions:** You can rate your agreement with each statement on a scale from 1 (Strongly Disagree) to 5 (Strongly Agree).

## 1. Role Readiness:

I feel confident in my ability to assign tasks to others and trust them to complete these tasks successfully.

1	2	3	4	5
Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree

## 2. Strategic Perspective:

I understand how my work and the work of my team align with the larger goals of the organization.

1	2	3	4	5
Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree

## 3. People Management:

I am comfortable and effective in coaching others to develop their skills and career.

1	2	3	4	5
Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree

## 4. Communication Skills:

I am able to clearly articulate goals and provide constructive feedback to others.

1	2	3	4	5
Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree

## 5. Decision Making:

I can make important decisions effectively, even when I do not have all the information I would like.

1	2	3	4	5
Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree

**6. Time Management:**

I am skilled at managing my time and prioritizing tasks when faced with multiple deadlines.

1	2	3	4	5
Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree

**7. Skills and Mindset for Leadership:**

I actively seek out leadership roles and feel that I am effective in leading a team towards its objectives.

1	2	3	4	5
Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree

**Note:**

After completing the questionnaire, you can add up your scores to see your readiness. Higher scores indicate greater readiness and alignment with the skills and mindset required for management. Lower scores may identify areas for development.