**Manager Self-Assessment Tool**

1. I believe that I am an effective manager.

True or False or I’m not sure

1. My employees would say that I am an effective manager.

True or False or I’m not sure

1. I feel comfortable in my role of managing people.

True or False or I’m not sure

1. I am a good leader of people.

True or False or I’m not sure

1. My people are high performers.

True or False or I’m not sure

1. I have confidence in my employees to meet my expectations of them.

True or False or I’m not sure

1. My employees understand clearly what is expected of them.

True or False or I’m not sure

1. There is a cohesive, team-oriented atmosphere in my department or work unit.

True or False or I’m not sure

1. I deal with problem situations and employees in an expedient manner and don’t ignore them.

True or False or I’m not sure

1. I am a good communicator.

True or False or I’m not sure

1. I set an appropriate example for my employees.

True or False or I’m not sure

1. I establish clear expectations for all of my employees.

True or False or I’m not sure

1. My employees feel good about working for me.

True or False or I’m not sure

1. My employees regularly come forward with ideas, problems or suggestions.

True or False or I’m not sure

1. I am effective in coaching my employees to higher levels of performance.

True or False or I’m not sure

1. I would describe my management style in the following way:
2. My biggest day-to-day challenge is:
3. My strengths and weaknesses as a manager are:
4. I feel that I need to improve in the following areas in order to become a better manager:
5. I would describe the culture in my work unit in the following way:
6. My three biggest frustrations as a manager are:
7. My people would describe me as:
8. I currently hold my employees accountable for meeting expectations in the following manner:
9. If I could define my ideal job, it would be:
10. The one thing I enjoy most about my job is:
11. The one thing I enjoy least about my job is:
12. My personal goals for the next year are:
13. My personal goals for the next five years are: