

Coaching Self-Assessment

Are you an effective coach? Answer these questions. Then see how you rate!

	Yes	No
1. I communicate what is expected in terms of behavioral standards and job performance to every member of my team.		
2. When appropriate, I show, teach or demonstrate how to complete an assignment or task, analyze a problem or organize a project.		
3. I listen for my employee's perspective before I suggest solutions or possible courses of action.		
4. I wait to hire the right person – rather than just any person – for an open position.		
5. When performance does not meet expectations, I clarify expectations and enforce consequences of nonperformance.		
6. I am consistent in recognizing good work and specific in telling employees why their performance was good.		
7. I welcome ideas and suggestions from members of my team.		
8. I work with staff to build a development plan, asking first for their recommendations and then coach, as needed, to align professional development to developmental needs.		
9. My staff meetings occur on a scheduled calendar and follow a standardized agenda organized around our department and organizational goals.		
10. I “check in” with my employees regularly, harvesting what’s working well and documenting what needs attention so I can follow up.		
11. I use a defined process for cascading communication from the organization or within our department to all of my team members.		
12. When I ask my employees to change behaviors, I explain how this makes a difference for our team, organizational goals and direction.		
13. My staff feels that I role-model the standards of behavior that I expect of them.		
14. I am comfortable with silence.		

Source: Adapted from the Leader as Coach Self-Test developed by the Studer Group, 2008

Self-Assessment Rating:

How did you rate?

If you answered “yes” 11 or more times: Congratulations! You are a manager who actively coaches employees towards higher performance and holds them accountable for results. Your employees understand how their performance makes a difference and aligns to organizational performance. Continue to lead by example and create opportunities for others to grow and develop.

9 or 10 times: Your role of “Manager as Coach” is emerging. Focus on clear communication, active listening and clear expectations to coach performance in your team members.

8 or fewer times: Your role of “Manager as Coach” is not well defined yet. Take the first step by stepping up communication with employees. Learn about the value and process of goal setting, action planning and giving and receiving feedback.