

Leadership Check list

This check list is designed as a guide to take inventory of the mental, emotional, and physical requirements to inspire others to move to greater levels of excellence. The checklist is divided into three categories: Self, Team, Organisation

SELF:

- Aware of your weaknesses
- Aware of your strengths
- Aware of how you mentally process your surroundings
- Aware of what emotions drive you
- Aware of what you react to
- Aware of how you react
- Aware of how your reactions affect others
- Aware of how the people around you affect you
- Aware of the messages you body posture sends to others
- Aware of the areas in work where you are most productive in
- Aware of the areas in work where you are least productive in
- Have a clear direction of where you want to go

TEAM:

- Aware of others weaknesses
- Aware of others strengths
- Aware of how others mentally process their surroundings
- Aware of what emotions drive the people in your team
- Aware of what others react to
- Aware of how others react
- Aware of how others reactions affect the team
- Aware of the messages others body postures send to the team
- Aware of the areas in work where others are most productive in
- Aware of the areas in work where others are least productive in
- Aware of the group culture
- Aware of the politics within that group
- Aware of the key influencers within that group
- Aware of the weakest link on the group
- Aware of the strongest link in the group
- Awareness of the groups greater purpose
- Have a methodology to help the group attain their greater purpose through work
- Have a language that reinforces the methodology
- Given a clear direction how to achieve that greater purpose
- Have a unified identity
- Your people supporting each other toward the greater purpose
- Do you blame others?
- Are you catching others doing things right?

ORGANISATION:

- Aware of the organisations culture
- Aware of the key influences that perpetuate the culture
- Have developed a greater purpose with members of the organisation
- Have a set of guiding principles to make decisions by and move towards that greater purpose
- Recruit to accentuate a positive culture
- Work with your team to multiply the unified identity
- Developed and Speak a common language within the organisation
- Have a 360° feedback
- Understand the gaps between the way you perceive yourself, and the way others in the organisation perceive you