UNDERSTANDING YOUR LEADERSHIP ACTIONS

QUESTIONNAIRE

Each of the following items describes a leadership action. In the space next to each item write 5 if you always behave that way, 4 if you frequently behave that way, 3 if you occasionally behave that way, 2 if you seldom behave that way, and 1 if you never behave that way.

When I am a member of a group:

I offer facts and give my opinions, ideas, feelings, and information in order to help the group discussion.

When I am a member of a group:

I warmly encourage all members of the group to participate. I am open to their ideas. I let them know I value their contributions to the group.

I ask for facts, information, opinions, ideas, and feelings from the other group members in order to help the group discussion.

I help communication among group members by using good communication skills. I make sure that each group member understands what the others say.

I give direction of the group by planning how to go on with the group work and by calling attention to the tasks that need to be done. I assign responsibilities to different group members.

I tell jokes and suggest interesting ways of doing the work in order to reduce tension in the group and increase the fun we have working together.

I pull together related ideas or suggestions made by group members and restate and summarize the major points discussed by the group.

I observe the way the group is working and use my observations to help discuss how the group can work together better.
I give the group energy. I encourage group members to work hard to achieve our goals.  
i. _____

I promote the open discussion of conflicts among group members in order to resolve disagreements and increase group cohesiveness. I mediate conflicts among members when they seem unable to resolve them directly.  
j. _____

I ask others to summarize what the group has been discussing in order to ensure that they understand group decisions and comprehend the material being discussed by the group.  
k. _____

I express support, acceptance, and liking for other members of the group and give appropriate praise when another member has taken a constructive action in the group.  
l. _____