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. a. _____

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. b. _____

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

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

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. e. _____

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. f. _____

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

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

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.  

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.  

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.