|  |  |  |  |
| --- | --- | --- | --- |
| **First Name:** |  | **Date:**  |  |
| **Last Name:** |  | **Position:** |  |

|  |  |  |
| --- | --- | --- |
| **Communication** |  | **How frequently does the manager demonstrate this competency?** |
| Listens attentively |  | **Never** | **Rarely** | **Sometimes** | **Often** | **Always** |
| Provides essential information |  | **Never** | **Rarely** | **Sometimes** | **Often** | **Always** |
| Communicates clearly |  | **Never** | **Rarely** | **Sometimes** | **Often** | **Always** |
| Gets buy-in |  | **Never** | **Rarely** | **Sometimes** | **Often** | **Always** |
|  |  |  |  |  |  |  |
| **Leadership** |  | **How frequently does the manager demonstrate this competency?** |
| Inspires trust |  | **Never** | **Rarely** | **Sometimes** | **Often** | **Always** |
| Motivates others |  | **Never** | **Rarely** | **Sometimes** | **Often** | **Always** |
| Provides a direction |  | **Never** | **Rarely** | **Sometimes** | **Often** | **Always** |
| Encourages innovation |  | **Never** | **Rarely** | **Sometimes** | **Often** | **Always** |
|  |  |  |  |  |  |  |
| **Team Management** |  | **How frequently does the manager demonstrate this competency?** |
| Creates a positive environment |  | **Never** | **Rarely** | **Sometimes** | **Often** | **Always** |
| Remains available |  | **Never** | **Rarely** | **Sometimes** | **Often** | **Always** |
| Adopts a participative approach |  | **Never** | **Rarely** | **Sometimes** | **Often** | **Always** |
| Encourages development |  | **Never** | **Rarely** | **Sometimes** | **Often** | **Always** |
|  |  |  |  |  |  |  |
| **Task Management** |  | **How frequently does the manager demonstrate this competency?** |
| Defines objectives and priorities |  | **Never** | **Rarely** | **Sometimes** | **Often** | **Always** |
| Plan tasks |  | **Never** | **Rarely** | **Sometimes** | **Often** | **Always** |
| Demonstrates agility/flexibility |  | **Never** | **Rarely** | **Sometimes** | **Often** | **Always** |
| Delegates efficiently |  | **Never** | **Rarely** | **Sometimes** | **Often** | **Always** |
|  |  |  |  |  |  |  |
| **Strategic Management** |  | **How frequently does the manager demonstrate this competency?** |
| Anticipates risks and opportunities |  | **Never** | **Rarely** | **Sometimes** | **Often** | **Always** |
| Has a long-term vision |  | **Never** | **Rarely** | **Sometimes** | **Often** | **Always** |
| Aligns decisions with vision |  | **Never** | **Rarely** | **Sometimes** | **Often** | **Always** |
| Is able to take critical decisions |  | **Never** | **Rarely** | **Sometimes** | **Often** | **Always** |